

**MINUTES OF THE
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING
MONDAY, JULY 12, 2021**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Allie at 4:00 p.m. on Monday, July 12, 2021. In attendance were Commissioners Hornung, Luckow, and Seidl. Also present were Nic Sparacio – CBCWA; Bob Bouril, Andy Onesti, Cindy Carter, Don Duenkel, Steve Bacalzo, Scott Karbon, Rob Michaelson, Tiffany Myers, and Carissa Grimm – MPU; Troy Adams – General Manager. Attorney Andrew Steimle – Steimle Birschbach, LLC, and Commissioner Diedrich, Nickels, and Sitkiewitz were excused.

AWARDS/RECOGNITION/ACHIEVEMENTS: T. Adams recognized with the commission an employee for her achievement of her CPA and subsequent promotion to Accounting Manager. Commission commended her dedication and congratulated her on the promotion.

Tiffany Myers left the meeting at 4:03 p.m.

CBCWA UPDATE: Nic Sparacio, CBCWA General Manager and T. Adams presented a joint update at the meeting. The presentation focused on the importance of shared values and goals as they relate to the MPU and CBCWA agreement. The theme of the presentation was finding resolution to some outstanding capital repair cost issues and focusing on regular communication to continue to grow the relationship. A brief discussion was held on the inherent risk of MPU due to known issues with the installation of the watermain, which CBCWA received settlement following litigation. An aggressive timeline for resolving the outstanding capital repair cost was discussed.

Nic Sparacio left the meeting at 4:40 p.m.

STRATEGIC PLAN OUTCOMES PRESENTATIONS – PART 1: The first three of the seven strategic plan outcomes were presented by its owners. R. Michaelson led with the 98% non-retirement retention outcome focusing on being the Employee's Choice employer and the challenges with the aggressive job market and finding talented candidates. S. Karbon followed with the soft skills training outcome for all employees, every year explaining the issues with the current training request policy and changes necessary to shift the culture to one of opportunity for all employees. There is also concern for understaffing which is one of the root causes for lack of interest in training since there is no coverage or time to train during work hours. S. Bacalzo ended with the alignment of City on MPU's role in economic development focusing on creating an MPU Economic Development Plan that will complement the roles of city planning stakeholders and policy makers. Growing MPU improves the City's competitive advantage and stabilizes or reduces rates which creates a mutually beneficial situation for MPU and the City of Manitowoc.

Rob Michaelson, Scott Karbon, and Steve Bacalzo left the meeting at 5:07 p.m.

EMPLOYEE SATISFACTION SURVEY UPDATE: The update was prepared and distributed; no discussion.

T9 2021 OUTAGE SUMMARY: A summary of the recent outage was prepared and distributed. D. Duenkel provided background of the last T9 overhaul in 2013 and the need to contract with Toshiba for the 2021 overhaul due to the retirements of key employees. The 2021 outage required

considerable overtime by both hourly and exempt employees to complete the project. Overall, the unit is operating as it should following the overhaul.

GLC CONTRACT AMENDMENT: The GLC contract was amended to reflect new increased pricing through May 31, 2022. The price increases were substantial last year, 9% over the course of the year and the additional 7.94%. A letter from GLC dated June 29, 2021 depicted the basis for the price increase.

MOTION: A Motion was made by Commissioner Hornung and seconded by Commissioner Luckow to approve the GLC Contract Amendment. Motion carried unanimously.

CLEVELAND AGREEMENT AMENDMENT: A request was received from Village of Cleveland for MPU to offer additional staffing support beyond the on-going weekend on-call and rounds duties MPU is performing. Due to staffing shortages, the additional support may be provided based on the availability of MPU staff and is not guaranteed. Exhibit A of the agreement reflects changes to the stand-by payment for week and weekend coverage by MPU employees.

MOTION: A Motion was made by Commissioner Hornung and seconded by Commissioner Luckow to approve the Cleveland Agreement Amendment. Motion carried unanimously.

GENERAL MANAGER'S REPORT: T. Adams updated the Commission on the following: Similar to past practice, a selection of awards for employees to choose from will be distributed to recognize everyone's commitment to MPU in achieving the APPA RP3 – Diamond designation and no lost time incidents from 2020. Alliance will be onsite on July 28 to be presented with a big-check and looking for members of commission to be onsite. A retirement party is being planned for Nilaksh Kothari with a social event at Waterfront Wine Bar.

MOTION: A Motion was made by Commissioner Luckow and seconded by Commissioner Hornung to approve the unbudgeted retirement party for Nilaksh Kothari. Motion carried unanimously.

MINUTES: The Minutes from the Regular Session Meetings on June 28, and July 8, 2021 were presented for approval.

MOTION: A Motion was made by Commissioner Luckow and seconded by Commissioner Seidl to approve the Regular Session Minutes from June 28 and July 8, 2021. Motion carried unanimously.

APPROVAL OF CLAIMS: Claims List dated July 13, 2021; and Wire Transfers dated through July 7, 2021 were presented for approval.

APPROVAL OF WWTF CLAIMS: Claims List dated July 2, 2021; and Claims List dated July 9, 2021 were presented for approval.

MOTION: A Motion was made by Commissioner Luckow and seconded by Commissioner Seidl to approve the Claims List dated July 13, 2021 check nos. 94995 through 95121 totaling \$682,566.84; Wire Transfers dated through July 7, 2021 totaling \$913,605.73; Claims List for

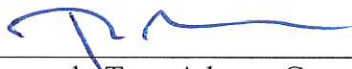
WWTF batch 711.07.2021 dated July 2, 2021 totaling \$18,101.75; and Claims List for WWTF batch 712.07.2021 dated July 9, 2021 totaling \$47,203.91. Motion carried unanimously.

QUOTATIONS/BIDS: Asphalt Repaving of the Former Baghouse 6 & 7 Area - \$88,534.00 – Vinton Construction.

MOTION: A Motion was made by Commissioner Hornung and seconded by Commissioner Luckow to approve the Asphalt Repaving of the Former Baghouse 6&7 Area. Motion carried unanimously.

NEXT MEETING: Monday, July 26, 2021 at 4:00 p.m.

ADJOURN: A Motion was made to adjourn the meeting by Commissioner Luckow. Meeting adjourned at 5:26 p.m.



Approved: Troy Adams, General Manager



Approved: Mark R. Seidl, Secretary