

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, MARCH 14, 2022**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by President Luckow at 4:01 p.m. on Monday, March 14, 2022. In attendance were Commissioners Allie, Diedrich, Hornung, Seidl, and Sitkiewitz. Also present were Rob Michaelson, Keith Lyons, Cindy Carter, Don Duenkel, and Carissa Grimm – MPU; and Troy Adams – General Manager. Attorney Andrew Steimle – Steimle Birschbach, LLC was excused. Commissioner Nickels was excused.

**AWARDS/RECOGNITION/ACHIEVEMENTS:** T. Adams recognized with the commission an employee for his recent appointment as the AWWA Director for the Wisconsin Section. This term will last for two years and he will be recognized at the AWWA ACE22 not only for the Fuller award received in 2021, but also for his new appointment. Commission thanked him for his commitment to the Utility and the community.

**CONVENE MEETING TO CLOSED SESSION:** Notice had been previously given that Manitowoc Public Utilities Commission will adjourn into a closed session during the March 14, 2022 meeting pursuant to Section 19.85(1)(e) to discuss approval of the minutes of the February 22, 2022 Closed Session Meeting (Regarding Electric Generation Capacity Rate Update Study and GLU Membership), and Water Rate Case and CBCWA Rates Discussion.

**MOTION:** A Motion to convene in closed session was made by Commissioner Sitkiewitz and seconded by Commissioner Allie. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:06 p.m.

The meeting was reconvened to open session at 4:21 p.m.

**APPROVAL OF ITEMS FROM CLOSED SESSION:** None

Rob Michaelson left the meeting at 4:21 p.m.

Keith Lyons joined the meeting at 4:22 p.m.

**IT POLICY – ACCEPTABLE USE:** An acceptable use policy was developed to define acceptable use of the technology and information resources of MPU. Commissioner Seidl inquired on the procedure for citizens to attend meetings outside of normal business hours. K. Lyons provided a brief overview of the new policy and will be addressing the after-hours guest procedure.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Seidl to approve the IT Policy – Acceptable Use. Motion carried unanimously.

**GENERAL MANAGER’S REPORT:** T. Adams updated Commission on the following: A brief review of the APPA Legislative Rally was provided including the important meeting with Baldwin staff to introduce the renewable fuel project which appeared to be well-received. Discussed upcoming next steps to keep the momentum of the project moving forward. T. Adams inquired which commissioner will be attending the upcoming conferences.

**GLU UPDATE:** T. Adams updated Commission on the following: T. Adams will have a meeting with Chair Jem Brown in WI Rapids on March 15 with an update provided at the next meeting.

**MINUTES:** The Minutes from the Regular Session Meeting on February 14, 2022, and the Special Meeting on February 22, 2022 were presented for approval.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Allie to approve the Regular Session Minutes from February 14, 2022, and the Special Meeting on February 22, 2022. Motion carried unanimously.

**APPROVAL OF CLAIMS:** Claims List dated March 1, 2022; Claims List dated March 15, 2022; Wire Transfers dated through February 23, 2022; and Wire Transfers dated through March 9, 2022 were presented for approval.

**APPROVAL OF WWTF CLAIMS:** Claims List dated February 18, 2022; Claims List dated February 25, 2022; Claims List dated March 4, 2022; and Claims List dated March 11, 2022 were presented for approval.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Allie to approve the Claims List dated March 1, 2022 check nos. 97095 through 97243 totaling \$1,060,098.28; Claims List dated March 15, 2022 check nos. 97244 through 97364 totaling \$1,602,859.76; Wire Transfers dated through February 23, 2022 totaling \$3,202,435.91; Wire Transfers dated through March 9, 2022 totaling \$1,312,072.80; Claims List for WWTF batch 713.02.2022 dated February 18, 2022 totaling \$22,230.30; Claims List for WWTF batch 714.02.2022 dated February 25, 2022 totaling \$4,180.78; Claims List for WWTF batch 711.01.2022 dated March 4, 2022 totaling \$114,428.91; and Claims List for WWTF batch 712.03.2022 dated January 21, 2022 totaling \$14,373.08.

**QUOTATIONS/BIDS:** Solar & Storage Pilot - \$56,700.00 – Eland Electric; Cleaning and Janitorial Services - \$76,906.25 – Pro-One Janitorial; WWTF Programming Professional Services - \$28,000.00 – Preferred Controls, Inc.; WWTF Automation - \$43,900.00 – Pieper Power. A brief discussion was held on the increased costs for the WWTF quotations based on the original budgeted amount.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to approve the Solar & Storage Pilot. Motion carried unanimously.

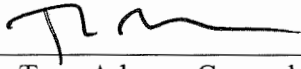
**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Seidl to approve the Cleaning and Janitorial Services. Motion carried unanimously

**MOTION:** A Motion was made by Commissioner Seidl and seconded by Commissioner Sitkiewitz to approve the WWTF Programming Profession Services and WWTF Automation together. Motion carried unanimously

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner

**NEXT MEETING:** Monday, April 11, 2022 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Seidl. Meeting adjourned at 4:50 p.m.



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Approved: Troy Adams, General Manager



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Approved: Dan Hornung, Secretary