

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, DECEMBER 5, 2022**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Hornung at 4:00 p.m. on Monday, December 5, 2022. In attendance were Commissioners Allie, Diedrich, Nickels, and Seidl. Also present were Keith Lyons, Daryl Kliment, Zach Pethan, Shane Diederichs, Steve Bacalzo, Bob Bouril, Jacob Zipperer, Ed Kakes, Ben Davison, Kyle Oudenhoven, Shawn Thomas, Matt Kiecker, Justin Hoffmann, Jennie Nelson, Jan Wittmus, Andy Onesti, Cindy Carter, Don Duenkel, and Carissa Grimm – MPU; Troy Adams – General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC. Commissioner Sitkiewitz was excused. Former Commissioner Dave Luckow has resigned from the MPU Commission per his notice to Common Council at their October 18 meeting due to moving out of the city limits.

**AWARDS/RECOGNITION/ACHIEVEMENTS:** T. Adams recognized with the commission our Program Support Specialist for his upcoming retirement after 26 years of service, an employee for his recent promotion to the Water Distribution Foreman, and the Line Technicians for their involvement with mutual aid that was provided to a community in Florida in October. The employees' managers and supervisors were present to share in the recognition. The Line Technicians expressed their gratitude to management and Commission for the opportunity to participate in the mutual aid. Commission complimented the staff and thanked the employees for their commitment and dedication to MPU and wished the retiree well.

Keith Lyons, Daryl Kliment, Zach Pethan, Shane Diederichs, Steve Bacalzo, Bob Bouril, Jacob Zipperer, Ed Kakes, Ben Davison, Kyle Oudenhoven, Shawn Thomas, Matt Kiecker, and Justin Hoffmann left the meeting at 4:07 p.m.

**MPU REBRAND PRESENTATION:** Jennie Nelson, Communications & Customer Service Manager presented the rebrand reveal to Commission. With the transition of the Wastewater Treatment Facility effective January 1, 2023, a branding committee was developed to revamp the MPU logo to include the addition of Wastewater. The rebrand was well received and a brief discussion was held on the purpose of the three colored pillars and their importance. The new logo will be shared with MPU employees and then a press release will be published to the public.

**ELECTRIC RATE CASE INCREASE APPLICATION:** The electric rate case application was presented to request approval to file a proposed increase. The increase would amount to approximately \$6.25 per month for a typical residential customer for an average bill. MPU had five consecutive rate decreases during the last 22 years and has not had an electric rate increase since 2005.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve filing of the electric rate increase as proposed. Motion carried unanimously.

Commission Nickels and Bob Bouril left the meeting at 4:25 p.m.

**CONVENE MEETING TO CLOSED SESSION:** Notice had been previously given that Manitowoc Public Utilities Commission will adjourn into a closed session during the December 5, 2022 meeting pursuant to Section 19.85(1)(c) to discuss approval of the minutes of the October 24, 2022 Closed Session Meeting, and the Personnel Committee Report and Recommendations.

**MOTION:** A Motion to convene in closed session was made by Commissioner Allie and seconded by Commissioner Seidl. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:25 p.m.

The meeting was reconvened to open session at 4:29 p.m.

**APPROVAL OF ITEMS FROM CLOSED SESSION:**

**MOTION:** A Motion was made by Commissioner Seidl and seconded by Commissioner Diedrich to approve the General Manager's 2022 Pay for Performance with the recommended changes, and set the GM pay adjustment and goals for 2023. Motion carried unanimously.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve the updates to the Employee Policy Manual following the requested revisions. Motion carried unanimously.

Jan Wittmus left the meeting at 4:31 p.m.

**GENERAL MANAGER'S REPORT:** The report was distributed for review with a brief discussion on the unpaid balance for the City Watermain South Project from City, and the wholesale water sales variance.

**GLU UPDATE:** The report was distributed for review with no discussion.

**MINUTES:** The Minutes from the Regular Session Meeting on November 14, 2022 were presented for approval.

**APPROVAL OF CLAIMS:** Claims List dated November 29, 2022, and Wires dated November 30, 2022 were presented for approval.

**APPROVAL OF WWTF CLAIMS:** Claims List dated November 18, 2022; and Claims List dated December 2, 2022 were presented for approval.

**FINANCIAL REPORTS FOR OCTOBER 2022:** The financial reports for October 2022 were previously distributed to the Commission for review and discussion.

**MOTION:** A Motion was made by Commissioner Allie and seconded by Commissioner Seidl to approve the Regular Session Minutes from November 14, 2022; the Claim List dated November 29, 2022 check nos. 99515 through 99622 totaling \$1,116,750.51; Wire Transfers dated through November 30, 2022 totaling \$2,576,842.25; Claims List for WWTF batch 713.11.2022 dated

November 18, 2022 totaling \$153,007.11; Claims List for WWTF batch 711.12.2022 dated December 2, 2022 totaling \$35,050.88; and to place on file the Financial Reports for October 2022.

**QUOTATIONS/BIDS:** Plant Tie Transformer - \$1,385,031.00 – GE Prolec (MC Sales); Fuel Handling Study Consultant - \$76,700.00 – Lutz, Daily, & Brain, LLC; Three-Phase, Pad-Mount Transformers - \$369,127.00 each – WEG.


**MOTION:** A Motion was made by Commissioner Seidl and seconded by Commissioner Diedrich to approve the Plant Tie Transformer. Motion carried unanimously

**MOTION:** A Motion was made by Commissioner Allie and seconded by Commissioner Seidl to approve the Fuel Handling Study Consultant. Motion carried unanimously

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve the Three-Phase, Pad-Mount Transformers. Motion carried unanimously

**NEXT MEETING:** Monday, January 23, 2023 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Seidl. Meeting adjourned at 4:41 p.m.

  
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Approved: Troy Adams, General Manager

  
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Approved: Alex Allie, Secretary