

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, JULY 10, 2023**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Hornung at 4:00 p.m. on Monday, July 10, 2023. In attendance were Commissioners Allie, Diedrich, McMeans, and Sitkiewitz. Also present were Andy Onesti, Cindy Carter, Don Duenkel, and Carissa Grimm - MPU; Troy Adams - General Manager; and Attorney Andrew Steimle - Steimle Birschbach, LLC. Commissioners Nickels and Seidl were excused.

**CONVENE MEETING TO CLOSED SESSION:** Notice had been previously given that Manitowoc Public Utilities Commission will adjourn into a closed session during the July 10, 2023 meeting pursuant to Section 19.85(1)(e) and Section 19.85(1)(c) to discuss the approval of the minutes of the June 12 and June 15, 2023 Closed Session Meeting, Manitowoc Refuel Renewable Project, and Benefits Administration.

**MOTION:** A Motion to convene in closed session was made by Commissioner McMeans and seconded by Commissioner Allie. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:01 p.m.

The meeting was reconvened to open session at 4:37 p.m.

**APPROVAL OF ITEMS FROM CLOSED SESSION:**

**MOTION:** A Motion by Commissioner Diedrich and seconded by Commissioner Sitkiewitz to deny the request of the previous GM to adjust premium rates for health coverage due to his upcoming Medicare enrollment, following legal follow-up. Motion carried unanimously.

**CASH RESERVES POLICY:** With the transfer of the Wastewater Treatment Facility to MPU as of January 1, 2023, and subsequent update of the Operating Reserves resolution to include WWT, there is a desire to house all cash restrictions under a formal cash reserves policy. Concurrently, a comprehensive review of restricted cash was completed to standardize the cash reserve resolutions/requirements across all utilities at MPU while looking at industry standards. This policy is the umbrella of all MPU's reserve resolutions/requirements, and recommends two additional reserve policies, a Steam Infrastructure Replacement Fund, similar to the Broadband Infrastructure Fund, and a Capital Reserve Fund for the Water, Wastewater and Electric utilities.

**MOTION:** A Motion by Commissioner Diedrich and seconded by Commissioner McMeans to approve the Cash Reserves Policy and accompanying Resolutions of the Steam Utility Infrastructure Replacement Fund and Capital Reserve Fund Motion carried unanimously.

**GOVERNANCE POLICY MANUAL:** A kick-off meeting was held for the governance policy manual workgroup. John Miner presented an overview on Carver Model policy at that

meeting. The workgroup is scheduled to meet several times over then next two months with proposed draft being presented at the September commission meeting.

**GENERAL MANAGER'S REPORT:** The report was distributed for review. Rapids substation experienced a transformer lockout on 6/26. Customers were restored from alternate circuits per Contingency Switching Procedure. Investigation identified a faulted primary terminator where the transformer cabling connects to the distribution bus 166 circuit breaker. The remaining 11 cables tested satisfactorily but may be compromised. Plans are being made to replace all 12 cables and terminators. Developing rebuttal testimony for the water rate case. A collection letter was sent to a Key Account. A customer who is attempting to block AMI signal with a faraday cage was requested by MPU to remove the illegal attachment to MPU meter and a follow-up letter was mailed to customer. APPA has appointed a new CEO, Scott Corwin.

**MOTION:** A Motion by Commissioner Diedrich and seconded by Commissioner Hornung to recognize the considerable efforts and notable procedures of the Electric Distribution department in their swift actions that restored service to over 3,000 customers in less than an hour on June 26. Motion carried unanimously.

**GLU UPDATE:** The report was distributed for review. With the termination of the MPU-GLU Management Services Agreement as of July 1, 2023, the monthly updates of Great Lakes Utilities will conclude. A brief conversation was held on the multiple requests received from Marshfield Utilities to seek MPU assistance after the MSA terminated. MU was informed that MPU can no longer provide assistance due to the fact that the GLU Board decided not to move forward with an amendment to the MSA for MPU to provide extended services following the termination date to assist MU.

**CBCWA:** The report was distributed for review.

**MINUTES:** The Minutes from the Regular Session Meeting on June 12, 2023 and Special Meeting Minutes from June 15, 2023 were presented for approval.

**APPROVAL OF CLAIMS:** Claims List dated June 27, 2023, Claims List dated July 11, 2023, and Wires dated June 3, 2023 were presented for approval.

**FINANCIAL REPORTS FOR MAY 2023:** The financial reports for May 2023 were previously distributed to the Commission for review and discussion.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner McMeans to approve the Regular Session Minutes from June 12, 2023; the Special Meeting Minutes from June 15, 2023; the Claim List dated June 27, 2023 check nos. 101477 through 101619 totaling \$1,604,825.65; the Claim List dated July 11, 2023 check nos. 101620 through 101756 totaling \$1,707,063.89; Wire Transfers dated through July 3, 2023 totaling \$3,252,192.82; and to place on file the Financial Reports for May 2023. Motion carried unanimously.

**NEXT MEETING:** Monday, August 14, 2023 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Sitkiewitz.  
Meeting adjourned at 5:05 p.m.



Approved: Troy Adams, General Manager



Approved: Alex Allie, Secretary