

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, SEPTEMBER 25, 2023**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Hornung at 4:00 p.m. on Monday, September 25, 2023. In attendance were Commissioners Allie, Diedrich, McMeans, Nickels, Seidl, and Sitkiewitz. Also present were Bob Bouril, Cindy Carter, Don Duenkel, and Carissa Grimm - MPU; Troy Adams - General Manager; and Attorney Andrew Steimle - Steimle Birschbach, LLC.

**RECOGNITION OF COMMISSIONER:** Commission recognized Commissioner Mark Seidl who will conclude his final term on the MPU Commission at the end of September after 25 years of service! Commissioner Seidl was commended for his years of commitment to MPU and the community!

**RECOGNITION OF GLU TRANSITION:** At the Great Lakes Utilities Annual Meeting on September 21<sup>st</sup>, the GLU Board recognized MPU with a plaque for our years of dedicated management services. While we remain a member of GLU, MPU transitioned the Management Services Agreement to Marshfield Utilities in July 2023.

**RESOLUTION RECOGNIZING CUSTOMER SERVICE WEEK:** The U.S. Congress designated the first week of October National Customer service Week. In a supporting proclamation, the President noted "...businesses will do a better job of providing high quality goods and services by listening to its employees and by empowering them with opportunities to make a difference. Customer service professionals work in the front lines where a firm meets its customers; where supply meets demand. With responsive policies and procedures and with simple courtesy, customer service professionals can go a long way toward ensuring customer satisfaction..." MPU's mission statement promises "To be the trusted primary resource for providing customer-focused utility services." The Commission recognizes that excellent customer service is essential in achieving our mission and passed a resolution recognizing October 2-6, 2023, as Customer Service Week.

**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner Sitkiewitz to approve the resolution. Motion carried unanimously.

**RESOLUTION RECOGNIZING PUBLIC POWER WEEK:** Public Power Week will be celebrated October 1-7, 2023. In MPU's 109<sup>th</sup> year of operation, the Commission passed a resolution recognizing Public Power Week 2023 and joining more than 2,000 other public power systems in the United States in this celebration of Public Power.

**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner Allie to approve the resolution. Motion carried unanimously.

Bob Bouril left the meeting at 4:09 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 September 25, 2023 meeting pursuant to Section 19.85(1)(e) to discuss the approval of

the minutes of the September 11, 2023 Closed Session Meeting and Manitowoc Refuel Renewable Project.

**MOTION:** A Motion to convene in closed session was made by Commissioner Seidl and seconded by Commissioner Diedrich. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:10 p.m.

The meeting was reconvened to open session at 4:19 p.m.

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

**COMMISSION POLICY MANUAL:** The Commission Policy Manual was presented in its entirety. Mayor Nickels had a few suggestions and feedback on the draft policies at the last meeting and those changes were incorporated into the CPM. A discussion was held regarding the maximum age of a commissioner that was drafted into the new policy, which Mayor Nickels did not agree should be imposed since City Council does not have an age restriction.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve the Commission Policy Manual replacing all previous Commission Policy Statements effective immediately with compliance by January 1, 2025. Motion carried unanimously.

**GENERAL MANAGER'S REPORT:** The report was distributed for review with a brief discussion on the hometown hero banners approved by City to hang on utility poles throughout the city. The consensus of the Commission is to support the City initiative.

**MINUTES:** The Minutes from the Regular Session Meeting on September 11, 2023 were presented for approval.

**APPROVAL OF CLAIMS:** Claims List dated September 26, 2023, and Wires dated September 20, 2023 were presented for approval.

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

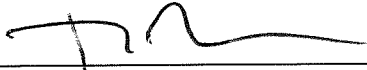
**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Sitkiewitz to approve the Regular Session Minutes from September 11, 2023; the Claims List dated September 26, 2023 check nos. 102339 through 102475 totaling \$1,708,183.51; Wire Transfers dated through September 20, 2023 totaling \$2,727,709.73; to place on file the Financial Reports for August 2023; the 2022 Conservation Performance Indicator Report; and the 2022 Electric and Water Rates & Cost Benchmarking. Motion carried unanimously.

**QUOTATIONS/BIDS:** WWTF Final Effluent Pump #2 - \$37,728.00 - Crane Engineering.


**MOTION:** A Motion was made by Commissioner Seidl and seconded by Commissioner Allie to approve the WWTF Final Effluent Pump #2. Motion carried unanimously.

**NEXT MEETING:** Monday, October 9, 2023 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Diedrich.  
Meeting adjourned at 4:33 p.m.



Approved: Troy Adams, General Manager



Approved: Alex Allie, Secretary