

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

September 28, 2022

Commission **President Allwardt** called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners **Roy Kordus-telephonically**, **Don Merkes**, and **Gary Turchan** present on roll call. Also present were **Melanie Krause**, General Manager; **Adam Smith**, Water Utility Manager; **Kristin Hubertus**, Finance Manager; **Paula Maurer-telephonically**, Customer Service Manager; **Kurt Melchert**, Electric Manager; **Ethan Vanderpoel**, Engineering Technician; and **Tammy Phillips**, Accounting and Administrative Assistant.

Those excused were: Antoine Tines

Item II. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Allwardt, seconded by Comm. Turchan, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of August 24, 2022.
- B. Approve and warrant the following payments dated August 25-September 28, 2022, in the amount of \$9,941.367.44.
- C. Correspondence as listed:
 - Copy of MU Public Power Week announcement.
 - Copy of WPPI Energy Awards Program.
 - Copy of Lead Public Education Program for Municipal Water Systems.
 - Copy of MU September newsletter.

Item IV. Claims Against the Utility – There were no claims discussed at this meeting.

Item V. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

New business, Item VII, Certificate of Appreciation-Tom Miller was advanced. Tom Miller was presented an award for his generosity of time spent painting the fire hydrants in the City of Menasha.

Steve Grenell, Engineering Manager arrived at 8:10 a.m.

Item VI. Unfinished Business, Compensation Study 2023 budget impact. At the last commission meeting, a recommendation by Carlson Dettmann Consulting was made to move all employees to the 50th/75th blended percentile scale as of January 1, 2023. The budget impacts of several options were presented.

The motion by Comm. Turchan, seconded by Comm. Kordus, passed on a 3-1 vote to approve the compensation recommendation of 50th/75th percentile scale as of January 1, 2023, and pay performance based on the current system, with a 2% minimum and an 8% maximum increase.

Item VII. New Business, Technology Plan Update. Work continues on the ESRI mapping system. Water distribution is in the process of verifying all assets installed in the field and getting them mapped. Electric SCADA project is delayed due to customer outage being changed to May 2023. Water SCADA replacement was removed from 2022 budget and reallocated to purchase servers in 2023 and system platform in 2024. iPad and laptops were purchased for Electric & Water Departments.

Electric Budget Reallocations. Staff is requesting a \$30,000 budget reallocation to Unexpected/Unscheduled projects, and \$15,000 to Jefferson Park project to purchase a transformer rated test set.

The motion by Comm. Allwardt, seconded by Comm. Turchan was unanimously approved on roll call to reallocate \$30,000 from the Jefferson Park Overhead Rebuild to Unexpected/Unscheduled projects.

The motion by Comm. Allwardt, seconded by Comm. Turchan was unanimously approved on roll call to reallocate \$15,000 from Electric Distribution budget to transformer rated test set.

Water Budget Reallocations. Staff is requesting a \$1,500 budget reallocation from Replace Turbidimeter to Potassium Permanganate Wet Well Analyzer.

The motion by Comm. Allwardt, seconded by Comm. Turchan was unanimously approved on roll call to reallocate \$1,500 from Replace Turbidimeter budget to Potassium Permanganate Wet Well Analyzer.

Financial and Operating Ratios. An annual benchmark report was received from WPPI Energy, comparing Menasha to other large communities.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The August report was discussed.

August Financial and Project Status Reports – Compared to budget, electric consumption was 3.9% higher, and costs were 18.2% higher due to higher market energy prices, MISO transmission costs, and IOU system purchase costs. Net operating income was higher.

Water usage was 2.1% lower than budget. Pumping expenses were higher due to cost of electricity for the Water Plant and High Lift Pump Station. Net operating income was higher than budget for August.

After discussion, the Commission accepted the August Financial and Project Status Reports as presented.

Paula Maurer, Customer Service Manager left at 8:50 a.m.

Project Reports, Electric Projects – Crews continued to work on adding services to new subdivisions. Building cabinets for SCADA upgrade as begun.

Water Projects – Lead Service Line replacement continues. Turbidimeters were purchased for install in September. Crews worked on replacing valves and flushing hydrants.

Item IX. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimously approved on roll call at 9:00 a.m. to convene into Closed Session, pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Performance Evaluation of General Manager.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary