

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

November 16, 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, and Gary Turchan present on roll call. Also present were Melanie Krause, General Manager; Adam Smith (telephonically), Water Utility Manager; Kristin Hubertus, Finance Manager; Steve Grenell, Engineering Manager; Paula Maurer, Customer Service Manager; Kurt Melchert, Electric Manager; Ethan Vanderpoel, Engineering Technician; and Tammy Phillips, Accounting and Administrative Assistant.

Those excused were Comm. Merkes

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. Kordus, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of October 26, 2022.
- B. Approve and warrant the following payments dated October 27-November 16, 2022 in the amount of \$4,396,231.46.
- C. Correspondence as listed:
 - Copy of Fall Pantry Donation Drive
 - Copy of thank-you from Menasha Historical Society
 - Copy of 2022 Guidebook for Landlords
 - Copy of MU November Newsletter

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

Item V. Purchase Orders - The purchase order for the SCADA software renewal on 12/1/22 was over budget due to a 59% cost increase.

The motion by Comm. Allwardt, seconded by Comm. Kordus was unanimously approved on roll call to accept the purchase order for SCADA software renewal for \$8,748.36.

Item VI. Unfinished Business, Insurance Proposals for 2023 - Staff recommended offering two health insurance options through our current provider, Healthpartners. The Utility would look to maintain the cash option in lieu of health insurance at \$3,000 single/\$5,000 family. Due to the high costs of medical insurance, dental and vision will not be offered for 2023, but will be explored for 2024.

The motion by Comm. Allwardt, seconded by Comm Turchan was unanimously approved on roll call to accept the recommendation for health insurance as presented.

2022 Water Main Change order #4 reduces the contract price by \$115,449.16. The current contract price is \$1,079,984.25.

The motion by Comm. Allwardt, seconded by Comm. Kordus was unanimously approved on roll call to approve Change Order #4 as presented.

Item VII. New Business, 2023 Commission Calendar - Commissioners discussed the proposed meeting schedule for 2023.

2023 Chemical Costs – A breakdown of 2023 chemical costs was discussed.

Commissioner Tines joined the meeting at 8:29 a.m.

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

October Financial and Project Status Reports – Compared to budget, electric consumption was higher by 2.7% for October. Costs were 20% higher, due to purchase power costs. Net operating income was higher than budget due to lower distribution, administrative, depreciation, and tax expenses.

Compared to budget, water usage was lower by 3.8% for October. Operating expenses were lower, due to using less chemicals and lower sewer user fees. Net operating income was higher than budget.

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

Project Reports, Electric Projects – Crews completed work on Tri City Auto, Lake Park Heights, Lakeshore Ridge Apartments, and city street light replacements. Bad poles were replaced and a new pickup truck for the line crews was purchased.

Water Projects – Crews began winter operations and replaced two valves on Broad and Manitowoc Streets. Work continues on LSL replacements.

Adam Smith left the meeting at 8:46 a.m.

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. Allwardt, seconded by Comm. Kordus was unanimously approved on roll call at 8:47 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (d) of the Wisconsin Statutes for the purpose of considering specific application of probation or parole or considering strategy for crime detection or prevention. RE: Ontech Security Assessment.

The motion by Comm. Allwardt, seconded by Comm. Kordus was unanimously approved on roll call at 9:49 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