

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

December 21, 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, 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; 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 absent 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. Kordus, was unanimous on roll call to approve the following:

- A. Minutes of the Closed Meetings of September 28, October 26 & November 16, 2022
- B. Minutes of the Regular Meeting of November 16, 2022
- C. Approve and warrant the following payments dated November 16-December 21, 2022 in the amount of \$5,224,024.50.
- D. Correspondence as listed:
 - Copy of thank-you from Cornerstone Church for pantry donation.
 - Copy of thank-you from Menasha High School for Library redesign donation.
 - Copy of DNR Letter dated Dec. 7, 2022 RE: Change Order SDW#4845-8 Approval
 - Copy of SDWLP SFY 2023 Final Funding List.
 - Copy of MU December 2022 Customer Service Insert.
 - Copy of MU December 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.

Item VI. Unfinished Business – There was no unfinished business discussed at this meeting.

Item VII. New Business, APPA Legislative Rally #5 – A request has been made to approve funding the registration fee for Alderman Hammond to attend the 2023 APPA Legislative Rally.

Motion made by Comm. Kordus, seconded by Comm. Turchan, was unanimous on roll call to approve funding for Alderman Hammond to attend the 2023 APPA Legislative Rally.

Changes and updates to the employee handbook for 2023 were discussed.

A motion by Comm. Kordus, seconded by Comm. Turchan not to payout sick leave benefits when an employee retires failed with a 2-2 vote.

Motion made by Comm. Allwardt, seconded by Comm. Turchan was passed on a 3-1 vote to approve changes and updates to the employee handbook for 2023.

Professional Services Agreement Painting – The agreement from McMahon is for removing rust and repainting the Washington St. Elevated Water Tank Interior and submittal to Wisconsin DNR for approval. Cost is a lump sum of \$13,300.00, with a time and expense cost of 3,450.00.

Motion made by Comm. Allwardt, seconded by Comm. Kordus was unanimous on roll call to approve the \$16,750.00 cost estimate from McMahon for Water Tank repair and painting.

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

November Financial and Project Status Reports – Compared to budget, electric consumption was higher by 2.4% for November. Costs were 18.6% higher due to energy costs. Net operating income was lower than budget due to higher purchase power expense.

Compared to budget, water usage was lower by 4% for November. Net operating income was higher than budget due to lower water treatment expense and sewer user fees.

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

Project Reports, Electric Projects – Crews began a portion of the Manitowoc Street Overhead Rebuild and a new residential property in the Wittman Park area. Office lights at the Milwaukee St. location were replaced. Materials were purchased for future substation projects and SCADA upgrade.

Water Projects – Crews installed the potassium permanganate wet well analyzer. MU and customer side LSL replacements continue. Water meter modules ordered for 2023 were received.

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 to adjourn at 8:47 a.m.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary