

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

January 25, 2023

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, Antoine Tines (telephonically), 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 (telephonically), Engineering Manager; Paula Maurer, Customer Service Manager; Kurt Melchert, Electric Manager; Ethan Vanderpoel, Engineering Technician; and Tammy Phillips, Accounting and Administrative Assistant. Also present was Lisa Miotke, WPPI Sr. Energy Services Manager.

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 December 21, 2022.
- B. Approve and warrant the following payments dated December 22, 2022-January 25, 2023 in the amount of \$4,676,230.59.
- C. Correspondence as listed:
 - Copy of letter from Double Portion Soup Pantry RE: Donation
 - Copy of letter from Cornerstone Church RE: Donation
 - Copy of letter from Boys & Girls Club RE: Donation
 - Copy of letter from St. Joe's Food Program RE: Donation
 - Copy of letter from PSC RE: AMI and AMR meter certification
 - Copy of letter from WI DNR RE: Safe Drinking Water Project Closeout
 - Copy of letter from Carus LLC RE: Potassium and Sodium Permanganate Supply
 - Copy of letter RE: MU Community Support and Residential Programs
 - Copy of MU January 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 discussed. The scope for the Jefferson Park project changed with the addition of outside engineering services.

A motion by Comm. Merkes, seconded by Comm. Kordus, was unanimous on roll call to approve the purchase order for \$20,200.00 for Power System Engineering.

Item VI. Unfinished Business, Employee Handbook Changes for 2023 – Management is recommending changing the meal credit to the average of \$18 per meal.

A motion by Comm. Merkes, seconded by Comm. Kordus, was unanimous on roll call to accept the recommendation of modifying the meal credit to \$18 per meal.

Item VII. New Business, Retail Rates Strategy - The 2021 annual retail benchmark report was presented, comparing Menasha Utilities with WPPI membership as a whole. The business plan prioritizes rate strategies to help preserve and enhance the local value of public power utilities.

OEI Grant Application – We are working with Slipstream on the OEI grant application for partnership on Energy Planning with City, School, and N/M Fire District.

Customer Service Programs – MU uses bill messages, bill inserts, a customer newsletter, our website, co-op ads through WPPI, and Facebook to assist in communicating and educating customers regarding programs and services available to them.

Small and Mid-Size Business Customer Gap & Priority – WPPI, along with WI utilities, continues to receive high satisfaction ratings from the business community. Areas of focus include effectively communicating during energy emergencies, offering a variety of rate options and programs, and working on keeping energy prices down.

Out of State Travel – Great Lakes Electric Metering School – Steve Grenell, Engineering Manager, requested authorization for Adam Nelson and Brett Bellile to attend the Great Lakes Electric Metering School in Kalamazoo, MI from August 7-10, 2023.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to approve the out of state travel to Kalamazoo, MI.

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

Project Reports, Electric Projects – Crews continue work on new services in the Lake Park area. Pole replacement on 8th and 9th Streets has begun. ESRI field test data is being collected.

Water Projects – LSL replacement continues. Crews are working on AMI meter exchanges and winter maintenance projects.

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

Item X. CLOSED SESSION:

A. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call at 8:44 a.m. to convene into Closed Session pursuant to Section (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. **RE: FMLA Request**

B. Return to Open Session

C. Actions, if any, needed as a result of the Closed Session Discussion

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary