

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 26, 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**, 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. Also present were Lisa Miotke, ESR and Elizabeth McMasters of CLA, telephonically.

Those absent were: Commissioner 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 Regular Meeting of March 22, 2023.
- B. Minutes of the Closed Meeting of March 22, 2023
- C. Approve and warrant the following payments dated March 23-April 26, 2023 in the amount of \$3,874,010.81.
- D. Correspondence as listed:
 - Copy of April bill insert RE: Solar
 - Copy of Home Energy Report
 - Copy of Press Release RE: Funding for LSL Replacement Completion
 - Copy of MEUW Annual Conference Agenda
 - Copy of PSC 2022 Energy Innovation Grant Program
 - Copy of MU April Newsletter

With the presence of Elizabeth McMasters, the New Business, Item VII, 2022 Audit was advanced for discussion.

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. Purchase order #11051 for roof repairs and water damages at the Broad St. rental property was submitted for approval.

The motion by Comm. Allwardt, seconded by Comm. Turchan was unanimous on roll call to approve the roof repairs and water damage at the rental property on Broad Street in the amount of \$10,280.00.

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

Item VII. New Business, 2022 Audit. The audited financial statements were discussed. The Utilities received a clean opinion with no reported instances of non-compliance with its financial statements and ended the year with a positive net position.

Elizabeth McMasters departed at 8:36 a.m.

The motion by Comm. Merkes, seconded by Comm. Kordus was unanimous on roll call to accept the 2022 Audit results.

2022 APPA Reliability Benchmarking Report – Outage information by categories, and reliability indices, are included in the reliability report. This report assists staff with evaluation of the electrical distribution system and is used as a comparison with other APPA communities.

EV Distribution System Planning – A summary of the projected growth in the Menasha area was presented. Current data shows plenty of capacity to accommodate future EV growth over the next 20 years.

Electric and Water Rate Comparison – A water utility bill and electric rate comparison for Menasha Utilities and surrounding communities was presented.

PFAS Update – Recent test results found Menasha Utilities to be compliant with all current regulations regarding PFAS.

2024 1.5” Meter Purchase – Staff is recommending purchasing surplus meters from the Village of Shorewood at a cost of \$7600, plus adapters from Midwest Meters.

The motion by Comm. Kordus, seconded by Comm. Turchan, was unanimous on roll call to approve the purchase of meters from the Village of Shorewood.

Water Budget Changes – Staff is recommending increasing the valve/hydrant budget from \$18,000 to \$36,000 due to unforeseen repairs.

The motion by Comm. Allwardt, seconded by Comm. Turchan, was unanimous on roll call to approve increasing the valve/hydrant budget to \$36,000.

Staff is also recommending property improvements to the rental property in the amount of \$15,500.

The motion by Comm. Allwardt, seconded by Comm. Turchan, was unanimous on roll call to approve the property improvements in the amount of \$15,500.

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

March Financial and Project Status Reports – Electric consumption was lower than budget by 1.2%. Total revenues were lower than budget and some expenses were higher due to the accounting software conversion and February expenses being posted in March.

Water consumption was within budget by .55% for March. Net operating income was lower than budget due to February expenses being posted in March.

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

Project Reports, Electric Projects – Crews completed the overhead rebuild in the 800 block of Appleton Street. Work continues on the SCADA upgrade and Woodland Lake Cottages.

Water Projects – Crews installed two new valves that failed, 2023 AMI water meters were purchased, work continues on LSL replacement program, and AED equipment was purchased.

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

Item X. A. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call at 9:28 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

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary