

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

July 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, Antoine Tines (telephonically) present on roll call. Also present were Melanie Krause, General Manager; Adam Smith, Water Utility Manager; Kristin Hubertus, Finance Manager; Steve Grenell, Engineering Manager; Kurt Melchert, Electric Manager; and Tammy Phillips, Accounting and Administrative Assistant.

Those excused were Gary Turchan, Paula Maurer, and Ethan Vanderpoel

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 June 28, 2023.
- B. Approve and warrant the following payments dated June 29-July 26, 2023 in the amount of \$1,020,853.35.
- C. Correspondence as listed:
 - Copy of DNR Letter RE: Safe Drinking Water Project Closeout Notification
 - Copy of Summer 2023 Renewable Report Re: Solar Panels
 - Copy of MU July Newsletter

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

Item V. There were no new purchase orders over \$10,000 presented at this meeting.

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

Item VII. New Business, Out of State Mutual Aid Billing Policy. Staff presented the current policy for assisting municipalities experiencing emergency electric restoration situations.

The motion by Comm. Allwardt, seconded by Comm. Kordus was unanimous on roll call to approve the Out of State Mutual Aid Billing Policy.

Menasha Utilities' 2023 Purchasing Policy was established to provide standards and procedures to be followed in the purchase of supplies, materials, equipment, and contractual services.

The motion by Comm. Allwardt, seconded by Comm. Kordus was unanimous on roll call to approve the 2023 Menasha Utilities' Purchasing Policy.

The 2024 Strategic Plan, Budget, and Planning Schedule was presented.

Budget Reallocation. Staff is recommending transferring \$60,000 from the Water St. project to the Seventh St. rebuild to finish the construction from London St. to Manitowoc St.

The motion by Comm. Allwardt, seconded by Comm. Kordus was unanimous on roll call to approve the \$60,000 budget reallocation.

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

June Financial and Project Status Reports – Electric consumption was 3.2% lower than budget, costs were 11.6% lower due to lower transmission, market energy, and IOU costs. Net income was slightly higher due to the variance between revenue and cost of power.

Water consumption was higher than budget by 6.6%. Expenses were lower, with the exception of chemical costs due to temperatures and no rain. Net operating income was higher than budget by \$136,366.

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

Project Reports, Electric Projects – Work continues on the 7th Street rebuild, and the ESRI project. Landscaping was completed on the street side of the Tayco substation.

Water Projects – Crews are working on maintenance projects, lead and copper testing, and water main flushing. Another homeowner LSL was replaced.

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 8:45 a.m.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary