

## REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

October 23, 2024

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners Roy Kordus, Austin Hammond, 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, Engineering Manager; Paula Maurer, Customer Service Manager; Kurt Melchert, Electric Manager; 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. Hammond, was unanimous on roll call to approve the following:

- A. Approve and warrant the following payments dated September 26 – October 23, 2024 in the amount of \$5,456,114.76.
- B. Correspondence as listed:
  - Copy of 2024 Summary Report RE: Peak Time Usage Communications
  - Copy of WPPI Joint Action Leadership Certification Graduates
  - Copy of “Powering a Responsible Energy Future”
  - Copy of November Bill Stuffer Honoring our Veterans
  - Copy of Project Share Bill Stuffer
  - Copy of MU October 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 - Office Remodeling Bid Opening. Bids were received for the office complex remodel project. Staff is recommending awarding the contract to the lowest bidder, Cardinal Construction, in the amount of \$239,583.00. The Commission also recommended the Board of Public Works approve the bid and forward it to the Common Council.

The motion made by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to award the Office Remodeling project to Cardinal Construction in the amount of \$239,583.00.

Menasha Utilities Financial & Operating Ratios – The annual WPPI Benchmark Report, based on financial information from 2014-2023 was presented. It compared Menasha Utilities with other, similar-sized utilities in Wisconsin.

Health/Dental/Vision Insurance Premiums for 2025 – Staff is recommending staying with Health Partners and offering the Select and Focused (replacing Broad) Plans. The cash in lieu of health insurance remains at \$3,000/year for single and \$5,000/year for family. Employer contributions to HSA will remain at \$1,750/single and \$3,500/family. Dental and vision plans remain the same as 2024.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to stay with Health Partners and offer the Focused and Select Plans for 2025 health insurance.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to continue the dental and vision coverages for 2025.

Residential Feedback Survey Results – For 2024, the residential customer class across the WPPI membership was surveyed. Overall, MU residential customers rated us similarly in all areas when compared to other WPPI members and large utilities.

Customer Program Information – Paula Maurer, Customer Service Manager, presented a recap of informational and educational promotions and incentives provided to MU customers for 2024.

A Resolution of Appreciation was presented for Scott Maurer and his 33 years of service to Menasha Utilities.

The motion by Comm. Kordus, seconded by Comm. Turchan, was unanimously approved on roll call to accept the Resolution of Appreciation for Scott Maurer.

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

September Financial and Project Status Reports – Electric consumption was lower than budget by 28% due to a large customer scheduled outage, cost of power was 6.8% higher, and net operating income was lower due to timing differences in payroll and expenses.

Water usage increased 6.5% for the month of September, chemical costs were lower by \$7,335, treatment costs were down due to timing differences for expenses, and net operating income was higher due to increased revenues and lower expenses for the month.

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

8:50 am – Commissioner Tines left the meeting

Project Reports, Electric Projects – The new foundation pad for the T2-3 transformer was poured and grading was completed, work continues on the Woodland Lakes Cottages and bad pole replacements, 2 new services were installed, the circuit switcher at Tayco Substation was completed.

Water Projects – A 24” mag meter was purchased for the North HLPS pipe replacement project, a jar tester for the lab was purchased, 900 water meter modules and mounting kits were delivered, the search for a Water Distribution Foreman continues, as well as segregation of the Water Plant network.

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 8:55 am 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