

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, DECEMBER 13, 2021**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Commissioner Luckow at 4:00 p.m. on Monday, December 13, 2021. In attendance were Commissioners Diedrich, Hornung, Nickels, Seidl, and Sitkiewitz. Also present were Dave Berg – Dave Berg Consulting; Corey Hoppenrath, Bob Bouril, Andy Onesti, Cindy Carter, Don Duenkel, and Carissa Grimm – MPU; Troy Adams – General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC. Commissioner Allie was excused.

**AWARDS/RECOGNITION/ACHIEVEMENTS:** T. Adams recognized with the commission an employee for his upcoming retirement following over 27 years of service. Commission thanked the employee for his commitment and dedication to MPU and wished him well in retirement.

Corey Hoppenrath left the meeting at 4:05 p.m.

**MPU STEAM RATES STUDY:** The steam rate study was presented by Dave Berg, Dave Berg Consulting. The proposed 5.0% ROI will result in a slight rate decrease for all steam customers with the exception of Briess, which will see a 0.56% increase.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Seidl to approve the revised steam rates at 5.0%. Motion carried with Commissioner Luckow abstaining.

Dave Berg left the meeting at 4:37 p.m.

Bob Bouril left the meeting at 4:38 p.m.

**CONVENE MEETING TO CLOSED SESSION:** Notice had been previously given that Manitowoc Public Utilities Commission will adjourn into a closed session during the December 13, 2021 meeting pursuant to Section 19.85(1)(c) to discuss approval of the minutes of the November 8, 2021 Closed Session Meeting (Regarding 2022 General Manager Goal Setting) and 2022 General Manager Goal Setting and Recommendations.

**MOTION:** A Motion to convene in closed session was made by Commissioner Diedrich and seconded by Commissioner Hornung. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:38 p.m.

The meeting was reconvened to open session at 4:58 p.m.

**APPROVAL OF ITEMS FROM CLOSED SESSION:**

Motion was made by Commissioner Nickels and seconded by Commissioner Diedrich to approve General Manager Adams' 2022 goals. Motion carried unanimously.

Motion was made by Commissioner Seidl and seconded by Commissioner Diedrich to approve General Manager Adams' salary adjustment to Step 2 of the MPU Pay Plan. Motion carried with Commissioner Nickels opposing.

**PERSONNEL COMMITTEE REPORT AND RECOMMENDATIONS:** Commissioner Luckow provided an update of the December 8 meeting. A draft Personnel Committee Charter Policy was developed to address the recent request of Mayor Nickels to no longer be a member of the MPU Personnel Committee. The draft policy establishes purpose, membership, term, and authority of the Personnel Committee and would set membership at three commissioners to rotate annually with the Election of Officers at the October meeting.

**MOTION:** Motion was made by Commissioner Nickels and seconded by Commissioner Sitkiewitz to approve the recommendations of the Personnel Committee which included the Personnel Committee Charter Policy. Motion carried unanimously.

**WWTF INTERGOVERNMENTAL AGREEMENT AMENDMENT:** An amendment to the WWTF Intergovernmental Agreement was presented for approval. The amendment allows an additional year to continue pursuing the expected transition of the WWTF to MPU.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Seidl to approve the WWTF Intergovernmental Agreement Amendment. Motion carried unanimously.

**PAPER PELLET FUEL SUPPLY AGREEMENT:** The final paper pellet agreement signed by Convergen was presented for approval. Highlights of the agreement are: term of one year beginning January 1, 2022; base price of \$45/ton plus \$8/ton delivery charge; guaranteed supply of 2,500 tons of paper pellets per month escalating to 3,500 tons per month by June; liquidated damages set at \$53/ton; adjustments for BTU content outside a bandwidth; and indexing to LMP prices. The monthly amount of paper pellets to be delivered per the agreement will allow B8 to operate during the weekdays near maximum output for 2.5-3.5 weeks per month.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Diedrich to approve the Paper Pellet Fuel Supply Agreement. Motion carried unanimously.

**RESIDENTIAL CONSERVATION PROGRAMS:** The Residential Conservation Programs for 2022 were proposed with no changes from the 2021 programs. The Appliance Rebate and LED Light Bulb programs are proposed to continue for 2022.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Sitkiewitz to approve the 2022 Residential Conservation Programs. Motion carried unanimously.

**PSCW CONSTRUCTION AUTHORIZATION UPDATE:** On December 9, PSCW Commissioners took up the case and agreed the project was the best option, it met all statutory criteria, and had no environmental concerns. This news came following multiple PSCW data requests. Testimony had been filed in mid-2021 after PSCW determined this would be a contested case. Many hours and a lot of work went into this process and T. Adams along with Commission expressed their gratitude. A brief discussion was held on the delays of the process and next steps.

**GENERAL MANAGER'S REPORT:** T. Adams updated Commission on the following: The report was distributed for review with Commissioner Hornung complimenting the day ahead dispatch numbers.

**MINUTES:** The Minutes from the Regular Session Meeting on November 8, 2021 were presented for approval.

**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner Sitkiewitz to approve the Regular Session Minutes from November 8, 2021. Motion carried unanimously.

**APPROVAL OF CLAIMS:** Claims List dated November 23, 2021; Claims List dated December 14, 2021; and Wire Transfers dated through December 8, 2021 were presented for approval.

**APPROVAL OF WWTF CLAIMS:** Claims List dated November 12, 2021; Claims List dated November 19, 2021; Claims List dated December 3, 2021; and Claims List dated December 10, 2021 were presented for approval.

**FINANCIAL REPORTS FOR OCTOBER 2021:** The financial reports for October 2021 were previously distributed to the Commission for review and discussion.


**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner Sitkiewitz to approve the Claims List dated November 23, 2021 check nos. 96228 through 96361 totaling \$1,249,543.70; Claims List dated December 14, 2021 check nos. 96362 through 96525 totaling \$1,247,025.19; Wire Transfers dated through December 8, 2021 totaling \$5,335,194.90; Claims List for WWTF batch 712.11.2021 dated November 12, 2021 totaling \$105,597.52; Claims List for WWTF batch 713.11.2021 dated November 19, 2021 totaling \$111,279.81; Claims List for WWTF batch 711.12.2021 dated December 3, 2021 totaling \$11,964.55; Claims List for WWTF batch 712.12.2021 dated December 10, 2021 totaling \$59,285.58; and to place on file the Financial Reports for October 2021. Motion carried unanimously.

**QUOTATIONS/BIDS:** Paper Pellet Storage/Fuel Study - \$79,900.00 – Lutz, Daily, & Brain, LLC.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Diedrich to approve the Paper Pellet Storage/Fuel Study. Motion carried unanimously.

**NEXT MEETING:** Monday, January 24, 2022 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Nickels. Meeting adjourned at 4:58 p.m.

  
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Approved: Troy Adams, General Manager

  
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Approved: Dan Hornung, Secretary