

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, JUNE 27, 2022**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Vice President Seidl at 4:00 p.m. on Monday, June 27, 2022. In attendance were Commissioners Allie, Diedrich, Hornung, Luckow, Nickels, Seidl, and Sitkiewitz. Also present were Jennie Nelson, Jan Wittmus, Don Duenkel, Andy Onesti, Cindy Carter, and Carissa Grimm – MPU; Troy Adams – General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC.

**AWARDS/RECOGNITION/ACHIEVEMENTS:** MPU awarded its annual scholarship to Addison Zick from Lincoln High School. New this year, an essay requirement was implemented to be more involved with selecting the recipient. The Chair of the MPU Employee Engagement Committee was in person to award her scholarship certificate at the ceremony on May 25.

Commissioner Luckow joined the meeting at 4:03 p.m. and presided over the remainder of the meeting.

Jennie Nelson and Jan Wittmus left the meeting at 4:03 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 June 27, 2022 meeting pursuant to Section 19.85(1)(e) to discuss approval of the minutes of the May 23, 2022 Closed Session Meeting, MPU Steam Generation Contract with GLU, Water Rate Case and CBCWA Rates Discussion, and Negotiation of Public Property.

**MOTION:** A Motion to convene in closed session was made by Commissioner Hornung and seconded by Commissioner Seidl. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:05 p.m.

The meeting was reconvened to open session at 4:55 p.m.

Commissioners Allie and Nickels left the meeting at 4:55 p.m.

**APPROVAL OF ITEMS FROM CLOSED SESSION:** None

**PERSONNEL COMMITTEE REPORT AND RECOMMENDATIONS:** T. Adams provided an update of the June 22, 2022 meeting. The Employee Policy Manual updates included: addition of grandchildren and niece/nephew to the funeral leave; standby wages added for the Water System Operator; two positions added to Appendix E which were recently filled; language added back into the training policy addressing employees' use of personal vehicles and traveling at their convenience for training; removal of Rental Cars section; clean-up of language that was remnant of ACT 10 regarding overtime; and minor revisions for consistency and clarity. The Personnel Committee Charter revision was presented to authorize the Personnel Committee to approve annual wage adjustments and report to Commission through the annual budgetary recommendations. T. Adams also provided a status update on his 2022 goals which are on track.

**MOTION:** A Motion was made by Commissioner Diedrich and seconded by Commissioner Seidl to approve the recommendations of the Personnel Committee which included the revisions to the

Employee Policy Manual and the revised Personnel Committee Charter. Motion carried unanimously.

**BANK FIRST MONEY MARKET INTEREST EARNED UPDATE:** Bank First has updated MPU's money market interest earned rate as of June 1st, 2022. The interest earned rate was previously the Wisconsin Local Government Investment Pool annualized earnings rate plus 10 basis points (0.1%) but was changed to the Wisconsin Local Government Investment Pool annualized earnings rate plus 30 basis points (0.3%). Bank First is ensuring this rate for 12 months and will review again at the end of this term.

**TURBINE 6 RETIREMENT:** On January 15, 2019, MPU submitted a completed Attachment Y Notice to MISO for the suspension of Lake Front T6 Unit effective August 1, 2019. Pursuant to Section 38.2.7 of the MISO Tariff, MISO conducted an Attachment Y Reliability Study to determine whether this unit was necessary for the reliability of the MISO Transmission System. MISO notified MPU of its limited right to rescind the Attachment Y Notice within fifteen (15) Business Days of receipt of letter – i.e., February 26, 2019. MPU did not rescind the Attachment Y Notice and MISO determined the unit was not required for system reliability and the unit went into economic suspension as of August 1, 2019. The economic suspension period is for 3 years with the end of the suspension period being July 31, 2022. Due to operational issues, Turbine 6 is currently not operable. In order to return Turbine 6 to operations, the unit would need an evaluation done to determine the extent of damage to the unit and the costs to repair. Turbine 6 is connected in parallel with Turbine 5 to the steam output from Boiler 8 and is therefore a redundant unit at this time.

**MOTION:** A Motion was made by Commissioner Seidl and seconded by Commissioner Hornung to retire Turbine 6 in place and to remove the unit from MISO's Commercial Model as recommended. Motion carried unanimously.

**GENERAL MANAGER'S REPORT:** T. Adams updated Commission on the following: Commissioner Diedrich and Commissioner Hornung provided updates from the AWWA Conference and the APPA Conference. A brief discussion was held on the interest of commission to develop commission policies for succession of commissioners; this will be addressed in the strategic plan update. A continuing issue at two mobile home parks on Manitowoc's northside was discussed. One park has been issued a 30-day notice. Repercussions of the disconnection were considered and it was determined to reach out to the park residents as well as the Alder to inform of the situation.

**GLU UPDATE:** T. Adams updated Commission on the following: MPU has offered to host the GLU Annual Meeting in Manitowoc to coincide with MPU's annual open house event on September 22, 2022.

**MINUTES:** The Minutes from the Regular Session Meeting on May 23, 2022 were presented for approval.

**APPROVAL OF CLAIMS:** Claims List dated June 14, 2022; Claims List dated June 28, 2022; and Wires dated June 22, 2022 were presented for approval.

**APPROVAL OF WWTF CLAIMS:** Claims List dated May 27, 2022; Claims List dated June 3, 2022; Claims List dated June 10, 2022; Claims List dated June 17, 2022; and Claims List dated June 24, 2022 were presented for approval.

**FINANCIAL REPORTS FOR MAY 2022:** The financial reports for May 2022 were previously distributed to the Commission for review and discussion.

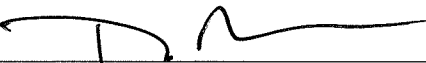
**2021 WWTF COMPLIANCE MAINTENANCE ANNUAL REPORT:** The Compliance Maintenance Annual Report (CMAR) is a wastewater plant discharge permit requirement under State Statute NR 208.04. The Report is used to assist municipalities and the DNR in determining the strengths and weaknesses of the wastewater treatment facility, land application program, finances, and the sanitary collection system and lift stations. The owner and the DNR may use the CMAR to identify needs for future planning actions. In conjunction with a grading system, the CMAR shall establish when treatment works owners are required to initiate actions to prevent violations of WPDES permit effluent limits and conditions.

**ELECTRIC AND WATER RATES & COST BENCHMARKING:** The Electric-Water Retail Rate and Cost-of-Supply Benchmarking Report was presented for review. It was noted that MPU rates are very competitive for both electric and water. Commission complimented on the excellent status of our rates compared to other utilities.

**MOTION:** A Motion was made by Commissioner Sitkiewitz and seconded by Commissioner Diedrich to approve the Regular Session Minutes from May 23, 2022; the Claims List dated June 14, 2022 check nos. 97969 through 98121 totaling \$2,826,182.89; Claim List dated June 28, 2022 check nos. 98122 through 98247 totaling \$1,051,023.71; Wire Transfers dated through June 22, 2022 totaling \$6,741,715.50; Claims List for WWTF batch 714.05.2022 dated May 27, 2022 totaling \$89,409.87; Claims List for WWTF batch 711.06.2022 dated June 3, 2022 totaling \$25,502.82; Claims List for WWTF batch 712.06.2022 dated June 10, 2022 totaling \$132,948.76; Claims List for WWTF batch 713.06.2022 dated June 17, 2022 totaling \$14,933.12; Claims List for WWTF batch 714.06.2022 dated June 24, 2022 totaling \$41,109.25; to place on file the Financial Reports for May 2022; approve the Resolution approving the 2021 WWTF Compliance Maintenance Annual Report; and to place on file the Electric and Water Rates & Cost Benchmarking Report. Motion carried unanimously.

**NEXT MEETING:** Monday, July 11, 2022 at 4:00 p.m.

**ADJOURN:** A Motion was made to adjourn the meeting by Commissioner Diedrich. Meeting adjourned at 5:19 p.m.

  
Approved: Troy Adams, General Manager

  
Approved: Dan Hornung, Secretary