



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Minutes Plan Commission

Wednesday, August 6, 2014

6:30 PM

Council Chambers

I. CALL TO ORDER

The meeting of the City Plan Commission was called to order by Chairman Justin Nickels at 6:30 PM.

II. ROLL CALL

Present: 7 - Dave Diedrich, Daniel Hornung, Nickels, Dan Koski, Jim Muenzenmeyer, Jim Brey and Dennis Steinbrenner

Absent: 1 - Steven Alpert

Staff Present: Paul Braun

Others Present: Michael Ethridge, Mark Legreve, Jeff DeZeeuw, Gene Maloney

III. APPROVAL OF MINUTES

14-1576 Approval of the Minutes of the June 11, 2014 Meeting.

Moved by Diedrich, seconded by Hornung, that the Minutes of the June 11, 2014 meeting be approved. The motion carried by the following vote:

Aye: 7 - Dietrich, Hornung, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Steinbrenner

IV. REFERRALS FROM COMMON COUNCIL

14-1420 Request from George Adelman of 2208 South 18th Street to remove existing curb head to access the west side of South 18th Street, recommending placing on file.

PC20-2014: Adelman; Request for Access Over Unimproved Summit Street.

At the August 6, 2014 meeting of the City Plan Commission, the Commission reviewed a request from George Adelman, 2208 S. 18th Street; he is requesting that the City grant a "Temporary Access Easement Agreement Over an Unopened Summit Street". The Commission notes that the easement is for an unimproved driveway over Summit Street to provide access to a recently constructed 20' x 24' detached garage. The owner at his own expense will remove the curb and place a concrete approach per City specifications. Mr. Adelman is requesting the temporary easement so he can access his garage which will be used for the storage of his boat. The existing unimproved Summit Street is currently grass with a swale running along the north line of area and storm inlet located at the southeast portion of the dedicated street area. Mr. Adelman is currently driving over the grass as shown by the tire tracks on the site photos.

Mr. Adelman would also like to cut a 12 foot wide section of the curb at his own cost for access. Mr. Braun was not aware if Mr. Adelman will be placing a concrete approach in the terrace area or if he is intending on keeping it grass. Mr. Braun noted that in a prior Access Over Unimproved Right of Way request on Viebahn Street and S. 19th Street the driveway approach was concrete.

Mr. Koski informed the Commission that Summit Street is not on any of Engineering's plans to be constructed in the near future, the street will be improved when development to the west occurs.

Mr. Braun stated to the Commission that the Temporary Access Agreement would have language in it stating that if and when Summit Street would be constructed the owner would not oppose the construction and that any of their driveway improvements would be lost.

The Commission unanimously recommended that: (i) the Council approve entering into the agreement after all public works petitions and permits have been either received or issued; (ii) the owner works with the City Engineer's Office to address any erosion and drainage concerns, (iii) the City Attorney be instructed to draft and negotiate the terms and conditions of the agreement; (iv) the Mayor and Clerk be authorized to sign the agreement; and (v) the Clerk subsequently record the agreement at the Register of Deeds Office at the grantee's expense.

Moved by Hornung, seconded by Diedrich, that this Request be recommended for approval to the Common Council. The motion carried by the following vote:

Aye: 7 - Dietrich, Hornung, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Steinbrenner

14-1413

Communication from Cheryl Duchow, Manitowoc County Treasurer, with public notice of tax foreclosure action In Rem 2014, recommending placing on file.

PC21-2014: Manitowoc County; Various Tax Deeded Properties.

At the August 6, 2014 meeting of the Manitowoc City Plan Commission, the Commission reviewed a referral from Manitowoc County regarding a public notice of properties in the tax foreclosure with delinquent taxes from 2010 to present. The Commission expressed no interest in pursuing acquisition of any of properties identified in the communication from the County.

As such, the Commission unanimously recommended that the communication from Manitowoc County be placed on file, with no further action taken.

Moved by Brey, seconded by Koski, that this item be recommended for approval to the Common Council. The motion carried by the following vote:

Aye: 7 - Diedrich, Hornung, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Member Steinbrenner

14-1403

Quit Claim Deed from Manitowoc Lake Breeze Apartments, LLC to the City of Manitowoc for 1.36 acres for Johnston Drive purposes, recommending acceptance of deed and place on file.

PC1-2014: Manitowoc Lake Breeze Apartments, LLC; Quit Claim Deed to the City of Manitowoc for 1.36-Acres for Johnston Drive Purposes.

At the regular August 6, 2014 meeting of the City Plan Commission, the Commission reviewed the attached Quit Claim Deed for a portion of Johnston Drive (#14-1403) north

of E. Albert Drive. The deed is related to the development of the Lakebreeze Apartment complex.

The Commission unanimously recommended that: (i) the Council approve and accept the Quit Claim Deed; and (ii) the Clerk subsequently record the document at the Register of Deeds.

Moved by Hornung, seconded by Diedrich, that this Communication be recommended for approval to the Common Council. The motion carried by the following vote:

Aye: 7 - Diedrich, Hornung, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Member Steinbrenner

VI. OLD BUSINESS

14-1577

PC15-2013: Elks Lodge 687; Conditional Use Permit for Location and Operation of a Clubhouse at 1807 N. Rapids Road Pursuant to Section 15.270(3)(c) of Manitowoc Municipal Code.

At the regular August 6, 2014 meeting of the Manitowoc City Plan Commission, the Commission conducted its annual compliance review in accordance with an originally issued July 18, 2013 CUP for the location and operation of a Clubhouse in a B-3 zoning district for the Elks Lodge 687 at 1807 N. Rapids Road.

Mr. Braun explained some of the key conditions in the 2013 CUP were as follows: i) Preparation of a landscape plan for the parking lot and improvement of the off street parking to comply with Section 15.690 of the Code; said improvements shall be completed on or before December 31, 2014; ii) Outside activities shall be limited to Monday – Saturday 9am – 9pm and Sunday and holidays 9am – 5pm; iii) the Elks cannot lease to any third party use which would require a CUP to locate in the “B-3” zoning district. CUP does authorize on-premise catering for not more than 3 days in any 7 consecutive days, as long any catering operation is not operated by, or in connection with a public tavern, café or other public space and iv) Annual Compliance Review in August of each subsequent year.

Mr. Braun contacted the Police and Building Inspection Departments and both have indicated that they have no complaints or nuisances on file.

The Commission notes that the Elks were first able to gain control of the building in March 2013 due to a pre-existing lease and that they focused their attention on interior renovations. They have hired S.M.I. to prepare a site plan to address the landscaping and off-street parking concerns of the Commission. Gene Maloney, trustee for the Elks, confirmed that due to a pre-existing lease the Elks could not gain control of building until March 2013 and then focused their attention on interior renovations. Mr. Maloney stated that they have hired SMI to create a site plan to address parking issues and related landscaping.

The Commission is advising the Council that its compliance review produced no negative findings or material disclosures related to the Elks Operation. The Commission unanimously recommends that the CUP be continued as originally issued with another compliance review occurring in August 2015. The Commission also recommends that item 4. regarding completion of a site plan for the off-street parking lot and completion of landscaping, be extended until July 31, 2015.

Moved by Brey, seconded by Muenzenmeyer, to approve. The motion carried by the following vote:

Aye: 6 - Dietrich, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Steinbrenner

Abstain: 1 - Hornung

14-1578

PC19-2013/PC36-2012: St. Francis of Assisi; Conditional Use Permit for Transitional Housing Facility at 1003 Marshall Street Pursuant to Section 15.210(3)(o) of Manitowoc Municipal Code - Annual Compliance Review.

At the regular August 6, 2014 meeting of the Manitowoc City Plan Commission, the Commission conducted its annual compliance review in accordance with an originally issued August 23, 2013 CUP for the establishment of a Transitional Housing Facility (The Haven) at 1003 Marshall Street in the former St. Boniface School.

The property is zoned R-7 Central Residence District, which lists Transitional Housing as a Conditional Use.

Mr. Braun explained the major conditions in the 2013 permit: i) Permits up to 20 adult males at any singular time whose most recent residence was in Manitowoc County; ii) the facility and grounds shall prohibit the use and consumption of alcohol and illegal drugs; iii) the Haven shall provide to the City Planner by January 31st a written report of each year detailing the status of the facility. The report should at minimum address 1) summary of financing indicating grants, donations, lender financing and volunteer hours, 2) residence summary indicating general numbers regarding individuals served, 3) description of services provided, 4) number of residents in facility, and 5) summary of agreements with third party providers for support services; iv) the Haven shall at written request of the Police Department install any required security enhancements, acceptable to the Haven and Chief; and v) Annual Compliance Review in August of every year.

The Police and Building Inspection Department's reported that there were no complaints or issues on record for the Haven. The Haven reported that since their opening day on April 15, 2013 they have served 25 homeless men; 12 of which voluntarily exited the facility or were asked to leave after violating Haven policy and procedures; and 7 men have successfully transitioned out of the facility by finding work and relocating to different housing.

The CUP allows up to a maximum of 20 residents but currently the Haven is prepared to accept 8 residents; presently there are 6 residents in the facility. The facility averages 6 – 8 residents ranging from an age of 21 – 53 years old. The Haven offers case management Monday – Friday with the residents meeting with a case manager once or twice a week addressing goals, job searches, mock interviewing, budgeting, resident issues and housing contact information. The Haven has partnered with many local organizations to help provide assistance for the homeless adult males.

The Commission is advising the Council that its compliance review produced no negative findings or material disclosures related to the Havens' Operation. The Commission unanimously recommends that the CUP be continued as originally issued with another compliance review occurring in August 2015.

Moved by Hornung, seconded by Dietrich, that this Action Item be approved. The motion carried by the following vote:

Aye: 7 - Dietrich, Hornung, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Steinbrenner

VII. NEW BUSINESS

14-1579 Review Planning Department Proposed 2015 Budget.

Mr. Braun explained to the Commission that the proposed 2015 budget is identical to the 2014 budget. The Planning Department doesn't anticipate any major additions to the 2015 budget. Mr Nickels explained to the Commission that on the personnel end of the budget the Associate Planner position formerly held by Michelle Yanda will be refilled. In addition, Mr. Braun will become the City Planner and Dave Less' former City Planner position will now be renamed to the Director of Community Development. The department budget was for discussion purposes only and no action was needed from the Commission.

This item was discussed.

14-1580 Discussion of Future Meeting Dates and Plan Commission Procedures.

Mr Nickels explained to the Commission that due to the new Granicus document management system that the Clerk's Department is now using it is practically impossible to meet the deadline date of getting Plan Commission reports to the City Clerk. Plan Commission reports must be forwarded to the Clerk on the proceeding Wednesday before the next Common Council meeting. With Plan Commission meetings occurring Wednesday night the reports had to be written prior to the meeting. Due to the timing issue the date of the Plan Commission meeting needs to be changed. After discussion by the Commission it was decided to move the Plan Commission meetings to the first Wednesday after the first Monday of the month. This change would give Planning staff ample time to prepare all necessary reports and documents.

For the remainder of 2014 the Plan Commission will meet on the First Wednesday after the First Monday of the month: September 3rd, October 8th, November 5th and December 3rd.

Mr. Nickels explained that he would like to have placed on the agenda a discussion item regarding the Comprehensive Plan. He would like to have all the Commissioners review the 2009 Comprehensive Plan and use that document as a guide to future projects. He would like the Plan Commission to actively discuss topics that are in the Comprehensive Plan and then, if needed, make recommendations to the Common Council.

Mr. Nickels and Mr. Braun explained to the Plan Commission that with the new Granicus system there will be some changes to the Plan Commission meetings. All future meetings will be in the Council Chambers because of the audio and video equipment that is in the room. Minutes and agendas will be prepared using Granicus. All of the meetings will be available on the internet so the minutes may not be as lengthy because an individual can now watch the actual meeting.

Mr. Diedrich brought up the topic of reviewing Certified Survey Maps; Mr. Diedrich felt that the Commission does not need to review the CSMs if staff feels comfortable approving them. If there are controversial CSMs staff can always have the survey placed onto the Plan Commission agenda for their review. The Commission all agreed that future CSMs need not go to them for review.

Mr. Hornung also suggested that all future Plan Commission packets be sent digitally; all of the Commissioners agreed that the future packets can be mailed out electronically in pdf format.

This item was discussed.

VIII. MISCELLANEOUS

A. Manitowoc County Activities:

None.

B. Certified Survey Maps (CSM):

None.

C. Summary of Site Plans

- 14-1582** SP9-2014: Jagemann Plating, 1324 So. 26th - Building Addition (approved).

- 14-1583** SP10-2014: Orthopaedic Associaties, 501 N. 10th Street - Parking Lot (approved).

- 14-1584** SP11-2014: Domestic Violence Center, 300 E. Reed Avenue - Building Addition (approved).

IX. ADJOURNMENT

Moved by Hornung, seconded by Diedrich to adjourn the meeting at 7:30 pm.

Aye: 7 - Diedrich, Hornung, Nickels, Koski, Muenzenmeyer, Alderperson Brey and Member Steinbrenner

Respectfully Submitted,



Paul Braun
City Planner

**MINUTES OF THE
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING
MONDAY, AUGUST 11, 2014**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by President Hornung at 4:00 p.m. on Monday, August 11, 2014. In attendance were Commissioners Diedrich, Hennessey, Hornung, Luckow, Morrow and Seidl. Also present were Nilaksh Kothari – General Manager; Mark Leonhard; and Attorney Andrew Steinle – Steinle Birschbach, LLC. Commissioner Nickels was absent.

UPDATE ON MISO SSR COST ALLOCATION METHODOLOGY INTERVENTION FILING AT FERC: The FERC ruling on the MISO SSR cost allocation methodology was presented for review. Under SSR cost allocation tariff language, MISO is required to allocate SSR costs to LSEs, which require operation of SSR units for reliability purposes. The PSCW challenged MISO's allocation method on the grounds that it required Wisconsin load to pay a disproportionately larger share of the cost for the reliability benefit it will receive. FERC accepted PSCW's argument that although ATC is operating with a single transmission rate, the original intent in creating ATC does not mean all costs need to be shared equally "in perpetuity." FERC also accepted the argument that SSR costs are really a generation function and not subject to the transmission planning process. Hence the SSR cost does not need to be allocated to all load-serving entities (LSEs) in the ATC footprint on a pro-rata basis, as MISO originally proposed. Cost allocation will instead be based on MISO's final load shed analysis. GLU/MPU will, in all probability, pick up a higher share of SSR costs than contemplated in the original MISO filing based on the preliminary load shed analysis. A lengthy discussion ensued.

ATC SHAREHOLDER'S MEETING: The ATC's Annual Shareholders meeting was on July 30, 2014 in Wisconsin Dells, Wisconsin. The presentations were made on the Financial Perspectives; Strategic Projects and Business Development update; Policy update and moving forward with implementing the new holding company structure which will limit investment options to ATCLLC or ATC Hold Co. The 10 year capital expenditure is projected at approximately \$3.0 billion and projected voluntary capital calls are estimated at \$50 - \$75 million for the next five years. MPU's investment in ATC is approximately \$9.0 million or 0.64 percent ownership. Mr. John Procario is the President and CEO. He has announced his retirement effective June 2015. Discussion ensued regarding the creation of the new holding company, ROE and transmission costs. A meeting of the municipal owners of ATC is being planned in September 2014 to discuss the new company structure.

2013 ELECTRIC DISTRIBUTION RELIABILITY: MPU uses APPA eReliability Tracker software to trend reliability performance to IEEE standard 1366, "Guide for Electric Power Distribution Reliability Indices." MPU SAIDI was 11 minutes in 2013, CAIDI was 58 minutes, and SAIFI was .0195 in 2013. Rapids substation was commissioned in 2013, permitting MPU to supply all customers in the event of any substation failure. Circuit R131, formerly the longest and most-exposed feeder was reduced to about 50% of previous length, helping to limit the number of customers affected by a circuit outage.

GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE: A request for MPU Commission to approve the membership of the Great Lakes and St. Lawrence Cities Initiative was presented for discussion. The first year membership is for \$2,250 and \$3,000 for subsequent years. Discussion ensued on the purpose of the membership; the mission of the membership; activities were City focused such as storm sewer, shoreline protection, etc. Discussion ensued

regarding benefits to MPU if any. Commissioner Hennessey commented that she would support City joining this membership.

MOTION: A Motion was made by Commissioner Seidl and seconded by Commissioner Morrow to approve the membership. Subsequently, following the discussion the motion was withdrawn.

GENERAL MANAGER'S REPORT: N. Kothari updated the Commission on the following: Twelve properties in City of Manitowoc have not complied with the Cross Connection program. Disconnection letters were mailed August 12, 2014 with a deadline of compliance by August 21, 2014. The pet coke train that arrived on July 14 had a derailment on July 16. CN was moving full cars onto the MPU tracks north of Madison Street when the lead car derailed immediately after passing over one of our switches. Legal counsel indicated that federal appellate decision was made upholding the FERC decision to set minimum offer price rules for the ISO-NE capacity market, thereby undercutting self-supply rights. The PM stack tests completed on Boilers 8 and 9 will need to be repeated due to interferences – DNR has been contacted. ATC is requested to develop a procedure that would allow MPU to disconnect from the grid system in the event of a system wide outage. Discussions continue. Duman Appraisal Group, LLC will perform the appraisal for the Sigman property.

Commissioner Hennessey left the meeting at 4:45 p.m.

MINUTES: The Minutes from the Regular Session Meeting on July 14, 2014 were presented for approval.

APPROVAL OF CLAIMS: Claims Lists dated July 29 and August 12, 2014 and Wire Transfers dated through August 7, 2014 were presented for approval.

QUOTATIONS/BIDS: The following quotations/bids were presented for approval: Single-Phase, Loop Feed 100 KVA Transformers - \$8,937 – Wesco ABB; Single-Phase, Loop Feed 75KVA Transformers - \$4,746 – Wesco ABB; Single-Phase, Loop Feed 25KVA Transformers - \$9,750.18 – Resco Ermco; Painting the Combustion Turbine and Fuel Oil Tank - \$68,000 – Porta Painting, Inc.

MOTION: A Motion was made by Commissioner Morrow and seconded by Commissioner Diedrich to approve the Regular Session Minutes from July 14, 2014; the Claims List dated July 29, 2014 check nos. 72607 through 72718 totaling \$1,673,822.58; the Claims List dated August 12, 2014 check nos. 72719 through 72827 totaling \$503,529.17 Wire Transfers dated through August 7, 2014 totaling \$4,004,674.88; and to accept the quotations/bids: Single-Phase, Loop Feed 100 KVA Transformers - \$8,937 – Wesco ABB; Single-Phase, Loop Feed 75KVA Transformers - \$4,746 – Wesco ABB; Single-Phase, Loop Feed 25KVA Transformers - \$9,750.18 – Resco Ermco; Painting the Combustion Turbine and Fuel Oil Tank - \$68,000 – Porta Painting, Inc. Motion carried unanimously.

NEXT MEETING: Future meeting will be held on August 25, 2014 at 11:30 a.m.

ADJOURN: A Motion was made to adjourn the meeting by Commissioner Morrow and seconded by Commissioner Seidl. Meeting adjourned at 4:55 p.m.

N. Kothari
Approved: Nilaksh Kothari, General Manager

D. D. Seidl
Approved: David Diedrich, Secretary

MINUTES OF THE
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING
MONDAY, AUGUST 25, 2014

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by Vice President Seidl at 11:30 a.m. on Monday, August 25, 2014. In attendance were Commissioners Diedrich, Hennessey, Luckow, Morrow and Seidl. Also present were Nilaksh Kothari – General Manager and Mark Leonhard. Commissioners Nickels and Hornung were absent.

UPDATE ON MISO SSR COST ALLOCATION METHODOLOGY INTERVENTION FILING AT FERC: The final load shed analysis report of Presque Isle power plants completed by MISO and filed at FERC on August 11, 2014. Based on this analysis and filing the rate payers in WPS load zone according to MISO ruling will pay 0.55% of the estimated \$55 million cost of the SSR as compared to the preliminary land analysis, which indicated 42% of the SSR cost to Wisconsin rate payers (a \$26 million swing). The impact of the SSR is *de minimis* to MPU rate payers. MISO will be refunding the overpayments in the near future.

REDEMPTION OF ELECTRIC POWER SYSTEM REVENUE BONDS – SERIES 2004A AND 2005: MPU's 2004A series Bonds of \$40,190,000 and the 2005 Bonds of \$3,300,000 are callable on October 1, 2014. The total callable Bonds are \$43,490,000. Two options for redemption and refinancing considered were: Redemption of both 2004A and 2005 Bonds at 100%. A primary concern is that MPU will not have adequate operating cash reserve per the Commission Policy in the near future and may have an impact on Bond rating. To alleviate the concerns of the first option, consideration was given to refinancing approximately \$5.9 million of the existing debt through 2029. A lengthy discussion ensued. The recommendations are request the City Council to approve the attached Redemption Resolutions; request City Council to approve the refinancing of \$5.9 million of existing debt at a lower interest rate; and authorize the General Manager to execute the engagement letter with R. W. Baird

MOTION: A Motion was made by Commissioner Diedrich and seconded by Commissioner Morrow to proceed with the above-mentioned recommendations. Motion carried unanimously.

NORTHWEST WATER TOWER SITE: MPU has received a request in the past from Director of Public Works Manitowoc County and more recently from the property owner adjacent to the Northwest water tower on potential sale of the land not needed by MPU to allow the private business(es) to expand. MPU as condition to the purchase of the property can sell the land back to the County and not to a third party. The sale price of land will be the same as the purchased price per the Agreement with County. A lengthy discussion ensued.

MOTION: A Motion was made by Commissioner Hennessey and seconded by Commissioner Diedrich to authorize the General Manager to sell the land back to the County. Motion carried with three yes and one present.

SOLAR INDUSTRY POTENTIAL IMPACT: An article from the Wisconsin State Journal dated July 31, 2014 on the above-referenced was presented for review and discussion. MPU has

received two proposals from developers for a solar community garden in Manitowoc, WI. This will be on the Commission agenda of a future meeting for information and discussion.

APPA – 2014 RESOLUTIONS: The list of eleven (11) resolutions approved at the APPA Annual Conference in June 2014 were as follows: In support – Protect against “patent trolls”; Distribution generation policies that allow for decision-making and equitable rates among customers; Small modular reactors (nuclear); Improving U.S. Army Corps of Engineers hydropower facilities; Strengthening mutual aid networks; Reforming centralized capacity markets operated by RTOs; Appropriate liability protection for electric utilities related to cyber-attacks; Critical infrastructure – physical security; and Ability of public power to provide advanced communication services. In opposition - Sequestration of direct payment bond payments; and proposed water of U.S. Rule. A brief discussion ensued.

GENERAL MANAGER’S REPORT: N. Kothari updated the Commission on the following: Disconnection notices were issued to 13 accounts for Cross Connection non-compliance. The new mini-derrick was delivered and digger derrick truck #1 will be traded in on August 27. As part of MPU’s water loss investigation of large sites, Lincoln High School was found to have an unmetered service. A follow-up meeting is scheduled. A meter tech was in the process of an electric service disconnection when the meter arced. PPE protected him from harm.

CBCWA UPDATE: MPU continues to monitor the construction of CBCWA central storage in Ledgeview. A ground reservoir of 8 MG and standpipe of 3.75 MG will ensure CBCWA members will have adequate storage for reliability and peak flows. The general contractor is IEI General Contractors, and the tanks are being constructed by DN Tanks. Discussion continued on future rate adjustments to meet PSCW requirements from the last rate case.

NERC UPDATE: NERC issued the revised MPU registration to deactivate the purchasing-selling entity (PSE) designation. MPU is now only registered as a distribution provider (DP) and load serving entity (LSE).

MINUTES: The Minutes from the Regular Session Meeting on August 11, 2014 were presented for approval.

APPROVAL OF CLAIMS: Claims Lists dated August 26, 2014 and Wire Transfers dated through August 22, 2014 were presented for approval.

FINANCIAL REPORTS FOR JULY 2014: The Financial Reports for July 2014 were previously distributed to the Commission for review and discussion.

MOTION: A Motion was made by Commissioner Diedrich and seconded by Commissioner Hennessey to approve the Regular Session Minutes from August 11, 2014; the Claims List dated August 26, 2014 check nos. 72828 through 72958 totaling \$464,707.33; Wire Transfers dated through August 22, 2014 totaling \$3,590,049.90; and to place the Financial Reports for July 2014 on file. Motion carried unanimously.

NEXT MEETING: Future meeting will be held on September 8, 2014 at 4:00 p.m.

ADJOURN: A Motion was made to adjourn the meeting by Commissioner Diedrich and seconded by Commissioner Hennessey. Meeting adjourned at 12:45 p.m.

Nilaksh Kothari
Approved: Nilaksh Kothari, General Manager

David Diedrich
Approved: David Diedrich, Secretary

Present: Meg Bollinger, Simone Dorcas, Amy Jagemann, Lori Kirby, Eva Kold, Christine Kornely, Jeanie Miller, Jason Ring, Eric Sitkiewitz, Greg Vadney, Tom Van Horn, Tricia Zimmermann

Absent: Mike Halla

The meeting was called to order at 12:00 by Board President Dorcas

Public Input No public input

Minutes Miller questioned why brief discussion on removal of Spruce tree was not included in the May minutes. This will be added. A motion was made by Kornely, seconded by Kirby and unanimously approved by the board to accept the April Minutes with the addition of the Spruce tree discussion.

Financial Review Current budget figures were reviewed by the board

Presidents Report – Amy Weigel

Education Committee – Jeanne Miller

No meeting in May

Marketing Committee – Simone Dorcas

No Meeting this month

Building Committee

No report

Board Changes

Committee Assignments for 2014-2015

Executive Committee: 1 vacancy - Dorcas

Building Committee: 2 vacancies – Goetze

Education Committee: 1 vacancy – Zimmerman

Membership/Marketing: 1 vacancy – Proszenyak

Personnel Committee: 3 vacancies – Dorcas, Proszenyak, Sitkiewitz

Directors Report – Greg Vadney

Eva Kold presented the Directors Report in Vadney's absence

Exhibits/Events

Colorama

Foundation Fundraiser is July 10th

Speaker Series: Colorama Photographers to make presentation on July 20th @ 1pm

The museum is partnering with the MAVCB to conduct a special in-exhibit visitor survey through the duration of Colorama to achieve more thorough data on the demographics and habits of our visitors. A weekend package giveaway is being offered to anyone who completes the survey. Winner will be determined with a drawing at the end of the Colorama Exhibit.

Zimmerman complimented Kold and Vadney on the way this exhibit has been displayed.

Cameras of Colorama

This exhibit is a partnership with Lloyds Camera Museum. Have gotten many positive comments on the display.

Bldg & Grds Update

Security System – Bids are being reassessed. Muenzenmeyer believes the bids will be within budget without subtracting identified necessities.

Landscaping issues – Due to definitive opposition to removal of the Spruce tree to the immediate east of the south entrance, the city no longer has that removal in their plans

The Parks Dept has determined that the two trees that flank the shed on the west end of the property are sufficiently diseased to warrant their removal. They will be replaced with new saplings with a time table to be determined.

Personnel

Holiday House Custodial Support – A new employee has been chosen to assist with day-to-day cleaning. Her paperwork is currently being processed, with her scheduled start date to be the week of 6-23-14.

Friends Advisory Committee – Tricia Zimmerman

Turnout for the Members' Preview of Colorama was somewhat disappointing, but all who attended had a wonderful time.

Foundation – Mike Halla

Invitations for the July 10th Fundraiser have been mailed. Dorcas encouraged all board members to make an effort to attend.

Collections – Eva Kold

The Georgia O'Keeffe is now on display in the John West Gallery.

A framed piece of acrylic on paper by Sam Francis is being sent to the Bresler Gallery in Milwaukee to have the frame and glass repaired. The Bresler Gallery will pick up the piece and return it once the repairs are completed.

Old Business

None

A motion was made by Kornely, seconded by Miller and unanimously approved to adjourn at 12:20

The next Board of Director's meeting will be Wednesday, July 16th at 12:00 noon

Respectfully submitted
Elaine Schroeder

Manitowoc Sustainability Committee Meeting Minutes
August 28, 2014*

The meeting was called to order at 5:00 pm.

Members present

Jon Reisenbuechler
Keith Shaw
Michael Pearson
Judi Northen

Member Updates

Jon asked that each member bring the others up to date on their activities as related to the Committee. He announced that the 2014 Manitowoc County Tire Collection will take place from September 8th to September 20th at the Recycling Center. County residents can drop off their waste tires for a nominal fee. Jon stated that if anyone has a large quantity of tires for disposal he will work with them to get that accomplished.

Michael relayed information related to meeting with Jill Hennessey and Mike Howe regarding the planned Grow It Forward garden project. The site under consideration at this time is the South 14th Street area near Monroe School. Michael reported that, due to past issues with objections from neighbors, this project will be handled with a view to seeking the support of neighborhood residents and possibly asking for their help in the design of the garden. In addition Grow It Forward hopes to add unused greenspace located on Flambeau Street where it ends at 14th Street, adding to their available growing space.

Michael further announced that Grow It Forward has scheduled a public information session at City Hall at 6:00pm on Thursday, October 2, 2014.

Keith reviewed the Marine Sanctuary project he reported on during the Committee's July 24, 2014 meeting. He explained that a response is still awaited from County and Federal officials, and he will let us know of any developments. Jon mentioned that our Committee could keep the community informed about the progress of the project and about the benefits of having the Sanctuary in Manitowoc.

Judi had no input to the updates this month, since the Lakeshore Unitarian Universalist Environmental Committee does not meet in the summer.

"Yardening" Presentation

Judi has been talking with Margaret Gerhard regarding attending one of the Committee meetings to present her experience with front yard gardening. The Committee will not be meeting in September, however Margaret is available for our October meeting on the 23rd.

Potential Tour at MPU

Jon stated he will contact Adam Becker to determine the status of scheduling this tour.

Next Meeting

The September, 2014 meeting of this Committee has been cancelled; Chairman Jon Reisenbuechler will be attending a business conference during that time. The next meeting is scheduled for 5:00 pm on Thursday, October 23, 2014.

The meeting was adjourned at 5:20 pm.

**Note: Since the Committee had no quorum today, these minutes merely describe discussion which took place, and will be re-visited at our next meeting scheduled for Thursday, October 23, 2014.*