

**MINUTES OF THE  
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING  
MONDAY, JANUARY 22, 2024**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by President Diedrich at 4:00 p.m. on Monday, January 22, 2024. In attendance were Commissioners Allie, Hornung, McMeans, Nickels, Roberts, and Sitkiewitz. Also present were Bob Bouril, Rob Michaelson, Cindy Carter, and Carissa Grimm - MPU; Troy Adams - General Manager; and Attorney Andrew Steimle - Steimle Birschbach, LLC.

**2024 LSL REPLACEMENT PROGRAM:** This item was moved to the top of the agenda as R. Michaelson provided an update on the proposed funding to various census tracts in the City for lead service line replacements. R. Michaelson plans to attend the February Common Council meeting to discuss the program and gather support from the Alders to aid in communication of the upcoming program. Due to different tracts receiving varying amounts of funding, the communication plan will be vital in the success of this program.

**2024 METER PURCHASES FOR LSL PROGRAM:** Due to the relevance of the item following on the agenda, the Commission moved this item ahead as well and proceeded with the discussion and ultimate approval of the 750 meters needed to support the replacement program.

**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner Hornung to approve the purchase of 750 meters and couplings at a cost up to \$132,000. Motion carried unanimously.

Rob Michaelson and Bob Bouril left the meeting at 4:17 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 January 22, 2024 meeting pursuant to Section 19.85(1)(e) and Section 19.85 (1)(c) to discuss the approval of the minutes of the December 11, 2023 Closed Session Meeting, Personnel Committee Report and Recommendations, and Manitowoc Refuel Renewable Project.

**MOTION:** A Motion to convene in closed session was made by Commissioner McMeans and seconded by Commissioner Sitkiewitz. Motion carried unanimously. Accordingly, the Commission convened in closed session at 4:18 p.m.

The meeting was reconvened to open session at 4:41 p.m.

**APPROVAL OF ITEMS FROM CLOSED SESSION:**

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Diedrich to approve the Personnel Committee Report and Recommendations as presented. Motion carried with Commissioner Nickels opposing.

**COST OF GOVERNANCE POLICY UPDATE:** The Cost of Governance Policy was established to encourage our Commission to engage in activities at the state and national levels. In order to attract future commission members and continue to encourage their participation, a revision was made to provide a travel stipend of \$250 per day to assist in compensating members who use their personal vacation time from their employer to attend MPU relevant events. Following a brief discussion, Commissioner Nickels requested a change to exclude the Mayor from receiving the stipend. Additionally, the stipend will be available only for business days traveled, excluding weekends, and a caveat added to allow members to waive their stipend and apply it to the MPU donation funds.

**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner McMeans to approve the Cost of Governance Policy with the noted revisions. Motion carried unanimously.

**STEAM/HOT WATER RATE ADJUSTMENT - 2024:** In 2021, MPU contracted with Dave Berg Consulting to complete a steam and hot water rate analysis. New rates were effective January 1, 2022. Subsequent to that study, MPU and GLU terminated the capacity and energy contract for Boilers 8 & 9 and increases in costs related to the refueling of Boilers 8 & 9 allocated to the Steam Utility are driving the need for a rate increase. Using the methodology of the Berg study, an internal analysis was completed and indicated a need for a 6.43% increase. The recommendation was to retroact the increase to January 1, 2024; however, following a brief discussion the decision was to provide notice to customers of an effective date of April 1, 2024.

**MOTION:** A Motion was made by Commissioner Nickels and seconded by Commissioner Sitkiewitz to approve the rate adjustment effective April 1, 2024. Motion carried with Commissioner Roberts abstaining.

**POWER PLANT BOILER 9 ELEVATOR REPLACEMENT PROJECT:** The approved 2024 capital budget included \$100,000 for the B9 Elevator Control System Replacement Project. WI DSPS regulations require that installation be completed by a qualified elevator service firm. Since the control system is an OEM component, the project will be completed by the elevator manufacturer (Alimak Service). The budgeting process used a 2022 quotation to estimate 2024 costs. The total 2024 cost of materials and installation will be \$103,567.55.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to approve the Boiler 9 elevator replacement project at a cost of \$103,567.55. Motion carried unanimously.

**GENERAL MANAGER'S REPORT:** The report was distributed for review. Commissioner Hornung wanted to pass along gratitude to staff for storm restoration.

**CBCWA UPDATE:** The report was distributed for review; no discussion.

**MINUTES:** The Minutes from the Regular Session Meeting on December 11, 2023 were presented for approval.

**APPROVAL OF CLAIMS:** Claims List dated December 26, 2023, Claims List dated January 9, 2024, Claims List dated January 23, 2024, and Wires dated January 17, 2024 were presented for approval.

**MOTION:** A Motion was made by Commissioner McMeans and seconded by Commissioner Sitkiewitz to approve the Regular Session Minutes from December 11, 2023; the Claims List dated December 26, 2023 check nos. 103210 through 103343 totaling \$1,297,299.51; the Claims List dated January 9, 2024 check nos. 103344 through 103433 totaling \$1,400,246.21; the Claims List dated January 23, 2024 check nos. 103434 through 103605 totaling \$3,513,399.94; Wire Transfers dated through January 17, 2024 totaling \$5,271,960.08; and to place on file the Financial Reports for November 2023. Motion carried unanimously.

**QUOTATIONS/BIDS:** Floor Mat Service Agreement - \$9,120.80 - Work Place Supplies; Three-phase, Padmount Transformers - \$31,775.00 - RESCO ERMCO; Sky Climber - \$45,311.63 - Sky Climber Access Solution.

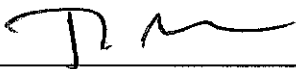
**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner McMeans to approve the Floor Mat Service Agreement. Motion carried unanimously.

**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner McMeans to ratify the Three-phase, Padmount Transformers approval. Motion carried unanimously.

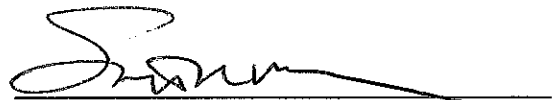
**MOTION:** A Motion was made by Commissioner Hornung and seconded by Commissioner Sitkiewitz to approve the Sky Climber. Motion carried unanimously.

**NEXT MEETING:** Monday, March 25, 2024 at 4:00 p.m.

**ADJOURN TO DINNER:** A Motion was made to adjourn the meeting by Commissioner Sitkiewitz. Meeting adjourned at 5:09 p.m.



Approved: Troy Adams, General Manager



Approved: Scott McMeans, Secretary