

**MINUTES OF THE
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING
MONDAY, JULY 13, 2015**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by President Seidl at 4:00 p.m. on Monday, July 13, 2015. In attendance were Commissioners Diedrich, Hennessey, Hornung, Luckow, Morrow, Nickels and Seidl. Also present were Nilaksh Kothari – General Manager; and Attorney Andrew Steimle – Steimle Birschbach, LLC.

APPA STRATEGIC PLAN: The APPA Strategic Plan was reviewed which highlighted the theme of power with purpose and the strategic initiatives of raising awareness of public power; public power forward; increased federal regulations; cyber and physical security preparedness; work force planning and APPA-centric initiatives. A brief discussion followed.

STRATEGIC PLAN DISCUSSION: N. Kothari presented the electric and water utility statistical data for 2014 as background information for discussion of the strategic plan. The mission, vision and strategic themes were reviewed for its relevance. A lengthy discussion ensued. The consensus was to continue the discussion at a special meeting in early August.

Commissioner Nickels left the meeting at 5:00 p.m.

ELECTRIC DISTRIBUTION GIS CONVERSION CONSULTANT: MPU issued a RFP seeking proposals for services to convert our existing CAD Electric Distribution System to an ESRI Geographical Information System (GIS). The existing Electric Distribution system is maintained in Microstation, a CAD based system. Paper maps are printed annually for the offices as well as each truck for crews to have access to distribution information in the field. A GIS system that is available electronically would allow timely mapping revisions and allow our crews and locating service to have the most up to date information available instantly through the use of iPads.

MOTION: A motion was made by Commissioner Hornung and seconded by Commissioner Hennessey to approve retaining the services of Ptarmigan Software based on the best evaluated proposal for a cost not to exceed \$70,400 with the Kestral and Falcon interface software. The motion carried unanimously.

Commissioner Diedrich left the meeting at 5:15 p.m.

GENERAL MANAGER'S REPORT: N. Kothari updated the Commission on the following: DNR completed the annual inspection of CT at Custer Street; discussion with Vinton Construction and City on cracked pavement on Mosie Court from leaking water service; claim from resident for broken phone from a trip/fall on curb stop; Village of Reedsville selection of MPU for water systems management; easement assignment issue with Nsight; and C. Reiss property transactions will be completed this week.

MINUTES: The minutes from the Regular Session Meeting on June 22, 2015 were presented for approval.

APPROVAL OF CLAIMS: Claims Lists dated July 14, 2015 and Wire Transfers dated through July 9, 2015 were presented for approval.

**MINUTES OF THE
MANITOWOC PUBLIC UTILITIES COMMISSION MEETING
MONDAY, AUGUST 10, 2015**

The scheduled meeting of the Manitowoc Public Utilities Commission was called to order by President Seidl at 4:02 p.m. on Monday, August 10, 2015. In attendance were Commissioners Diedrich, Hennessey, Hornung, Luckow, Nickels and Seidl. Also present were Nilaksh Kothari – General Manager; Mark Leonhard; and Attorney Andrew Steimle – Steimle Birschbach, LLC. Commissioner Morrow was absent.

EPA REGION 5 – 114 REQUEST: An e-mail from EPA’s attorney dated July 22, 2015 was presented for review that requested responses to questions/concerns on MPU’s current fugitive dust plan dated April 2013 by August 10, 2015 and granting an extension until August 28, 2015 to respond to items 17-36 of EPA’s Section 114 Request. A draft response to EPA’s questions/concerns on the Fugitive Dust Plan was discussed. The potential to reach an agreement with EPA and related issues were discussed.

DRAFT INTERGOVERNMENTAL AGENCY SERVICES AGREEMENT WITH REEDSVILLE: At the June 22, 2015 meeting, Commission had approved submitting a proposal to perform the operation and maintenance services of the Reedsville Water & Wastewater system. A meeting was held with Brian Helming of Waste Water Treatment Facility for his assistance in relation to the management of the Reedsville Wastewater operations. A draft Agreement was developed and presented for Commission review and comments. Some highlights of the Agreement are: five-year term; fee structure; all outside services to be directly billed to Village; Reedsville responsible for all policy decisions, customer relations, billing, rules, etc.; six-month notice after five years otherwise automatic renewal for an additional five years by either party; details of services; and indemnity/insurance. The Agreement is being reviewed by Reedsville attorney. A brief discussion ensued.

GENERATION RELIABILITY ENHANCEMENT STUDY: MPU issued a Request for Proposal (RFP) from qualified engineering firms to provide professional services for a Generation Reliability Enhancement Study. Burns and McDonnell and Black and Veatch responded to the RFP. The purpose of the study is to determine the needed generation capacity to recover MPU boilers/turbines and distribution facilities modifications subsequent to an extended and/or widespread loss of the transmission grid. The scope of work for MPU to operate in an islanded condition will be performed in two phases. The first phase will be focused on generation and second phase on distribution system. The total cost of two phases is approximately \$465,000. The recommendation is to proceed with Black & Veatch Corporation based on team member experience with black plant start and islanded operation.

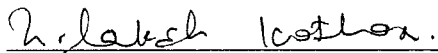
MOTION: A motion was made by Commissioner Nickels and seconded by Commissioner Hennessey to retain Black & Veatch Corporation for the Reliability Enhancement Study for a cost not to exceed \$350,000 for phase I that will address the generation requirements. Motion carried unanimously.

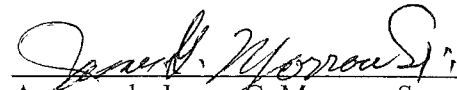
CUSTOMER CLAIM – MR. JUNK: MPU has received a Notice of Claim from William Philip Junk Jr. regarding cell phone damage following a tripping incident on a curb stop on South 10th Street. Note that MPU does not own any part of the water service (including the curb stop). However, it is common practice for MPU to adjust curb stops when notified of one that is sticking up, as a service to customers. The claim has been forwarded to the insurance company.

July 28 check nos.75735 through 75862 totaling \$1,524,470.33 and August 11, 2015 check nos.75863 through 75964 totaling \$706,397.19; Wire Transfers dated through August 5, 2015 totaling \$4,816,824.77; to place the Quarterly Investment Portfolio Report on file; and to approve the presented quotations/bids. Motion carried unanimously.

NEXT MEETING: Future meeting will be held on August 24, 2015 at 4:00 p.m.

ADJOURN: A Motion was made to adjourn the meeting by Commissioner Hornung and seconded by Commissioner Hennessey. Meeting adjourned at 4:38 p.m.


Approved: Nilaksh Kothari, General Manager


Approved: James G. Morrow, Secretary