

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

November 17, 2010

**Draft**

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 7:35 A.M., with Commissioners Bob Fahrbach, Don Merkes, and Joanne Roush present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Dick Sturm, Co-General Manager/Engineering and Operations; Dave Rodriguez, Customer and Utility Services Manager; Jerry Sturm, Water Plant Supervisor; John Teale, Technical Services Engineer; and the Press. Amy Vaclavik, McMahon Associates, was also present.

In the absence of Commission Secretary Guidote, Commission President Allwardt appointed Commissioner Roush as Acting Secretary for this meeting.

Item II. No one from the Gallery was heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Fahrbach, seconded by Comm. Roush, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of October 20, 2010.
- B. Minutes of the Special Meeting of October 27, 2010.
- C. Approve and warrant payments summarized by checks dated Oct. 27 – Nov. 17, 2010, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$669,792.30, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call.
- D. Correspondence, as listed:
  - Copy of Proposed Minutes from October 8 WPPI Energy Executive Committee Meeting
  - Copy of thank you note received October 20 from John & Barbara Oakley, 1024 Brighton Drive, Menasha, re: Thank You
  - Copy of draft Safe Drinking Water Loan Program State Fiscal Year 2011 Funding List revised October 21, 2010
  - Copy of November – December PSC Water Currents

Item IV. October Financial and Operations Statements –The variance in consumption used by the municipal class of customers the past year and related energy fixed costs, the consolidated electric year-to-date budget showing a deficit, and the decline in the industrial water usage were items discussed.

After discussion, the Commission accepted the October Financial and Operations Statement as presented.

Item V. Claims Against The Utility – there were no claims discussed at this meeting.

Item VI. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

Item VII. There was no Unfinished Business discussed at this meeting.

Item VIII. New Business, Elevated Island Water Tank Study – Water Plant Supervisor Jerry Sturm reviewed the McMahan Associates inspection report indicating the need for painting the inside of the tower and exterior touch-up. This item was included in the budget for 2011.

Not mentioned in the report was a safety railing around the top of the tower; this should be designed and installed. This could be designed to handle antennas and produce revenue.

Hydraulic Study & Evaluation of Manitowoc Tower – Amy Vaclavik, Senior Project Engineer, McMahan Associates, reviewed the storage analysis for the Manitowoc tower. Estimates proposed were based on maintaining the tower for 15 years or longer, constructing a new tank in a different location in the City, or the possibility of eliminating the tank and upgrading the high lift pumping station.

The motion by Comm. Fahrback, seconded by Comm. Roush, was unanimously approved to proceed with evaluation and design of upgrading the high lift pumping station based on scenario #3 of the system storage needs.

Co-General Manager/Business Operations Krause added the objective would be to file a notice of intent with the State Safe Drinking Water Fund for this project, and the application would have to be filed by June. PSC construction approval would also be needed.

Ms. Vaclavik departed the meeting.

Auditing Services – the motion by Comm. Roush, seconded by Comm. Merkes, was unanimously approved on roll call to retain Schenck Associates for auditing services for the year ended December 31, 2010.

Investment Policy – Mrs. Krause stated this general investment policy was created for the organization identifying the guidelines and types of investments used for investments overall.

The motion by Comm. Fahrback, seconded by Comm. Roush, was unanimously approved on roll call to adopt the Investment Policy as presented.

Item IX. Project Reports, UV Certification – Mr. Jerry Sturm added the certification is in the hands of the DNR for review. He added there is a sanitary survey scheduled for November 23.

WPPI Energy Transaction – Mrs. Krause reported there are four easements left to obtain.

Mike King, Post Crescent, departed at 9:00 a.m.

Item X. Staff Reports, Co-General Manager/Engineering and Operations – Mr. Dick Sturm responded to questions and comments concerning mutual aid, a deferred street repair plan, Winz Park, potential interest in the Steam Plant property and monitoring of essential building operations for the winter.

Electric and Water Distribution/Safety Report – there were no additional questions to the report presented.

Water Plant – Mr. Jerry Sturm added staff is preparing for winter operations and the contract was awarded for replacement of the hypochlorite storage tanks.

Project Engineer, Telecommunications & Substations– there were no additional questions to the report presented.

Co-General Manager/Business Operations – In reply to Comm. Fahrback’s question, the electric and water debt will need to be refinanced in order to complete the transaction with WPPI Energy.

Customer and Utility Services – Manager of Customer and Utility Services Rodriguez stated the number of disconnected properties is about the same as the last couple of years.

Energy Services Representative/Key Accounts – there were no additional questions to the report presented.

Item XI. No one from the Gallery was heard on any items discussed at this Meeting.

Item XII. The motion by Comm. Roush, seconded by Comm. Fahrback, was unanimously approved on roll call at 9:45 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Litigation

And to convene into Closed Session pursuant to Section 19.85 (1) (e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. RE: Bargaining

By: MARK L. ALLWARDT  
President

JOANNE ROUSH  
Acting Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.