

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

September 21, 2010

Draft

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 7:35 A.M., with Commissioners Bob Fahrbach and Don Merkes present on roll call. Also present were Melanie Krause, Co-General Manager/Business Operations; Dick Sturm, Co-General Manager/Engineering and Operations; Kristin Hubertus, Business Operations Accountant; Lonnie Pichler, Electric and Water Distribution Supervisor; Dave Rodriguez, Customer and Utility Services Manager; Jerry Sturm, Water Plant Supervisor; and John Teale, Technical Services Engineer. Joanne Roush, City of Menasha Common Council member and recently appointed Utilities Commissioner was also in attendance.

In the absence of Commission Secretary Watson, Commission President Allwardt appointed Commissioner Merkes 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. New Business, Strategic Planning ó Electric Distribution ó there were no new acquisitions this year; the Deerfield customer acquisitions will be moved to 2011 and Windsor North to 2012. Making distribution system improvements for system reliability, evaluating AMI versus AMR meters, a long range plan for the SCADA system, coordination of the GIS system with City and County, exploring generation opportunities, continuation of the preventative maintenance program, compliance requirements, evaluation of operations and current programs, and contingency and continuity of operations planning were other items discussed and recommendations will be incorporated into the 2011 budget.

Project Engineer Grenell arrived at 7:40 am, and departed at 8:45 am.

Water Distribution ó discussions were held regarding main, hydrant and valve replacements in the City, coordination with City on road repairs including deferring repaving to get new main in the ground, AMI versus AMR meters, the 2011 Cross Connections Program, assessing the vacant position in the department, and the leak detection program. A point to consider was made to suspend the AMR/AMI implementation and focus on main replacement as part of the 2011 budget. Discussion of addressing funding for failing infrastructure regarding both water distribution's system and the water treatment plant also took place noting that the failing infrastructure issue is not unique to Menasha, it is a nationwide problem.

Water Plant ó completing the UV certification, evaluating capital projects for the Plant including the intake, hydraulic study of the water system, continuing discussions with the Town of Menasha on a long term contract, exploring other possible wholesale customers, and updating the Emergency Plant Procedures including Continuity of Operations were items discussed to be incorporated into the 2011 budget.

Project Engineer Grenell returned to the meeting at 10:15 am.

Steam Utility ó a determination will need to be made in the near future regarding preserving the value of the plant (heating, water, electricity, etc.), and a recommendation made to the Common Council. An item on dissolving the Steam Utility and if so, at what time, should be included with the goals and objectives.

Communications Utility ó discussion items included looking for additional customers within our current infrastructure, evaluating rates to meet capital and operational costs, and developing a marketing plan. A stronger tie-in with the City's Community Development Department was suggested.

Due to time constraints, Commission President Allwardt requested another special meeting be scheduled for next week to finish discussing the strategic plan; Commission members will be polled as to their availability.

Item IV. The motion by Comm. Merkes, seconded by Comm. Fahrbach, was unanimously approved at 11:00 a.m. to adjourn.

By: DONALD MERKES
Acting Secretary

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