

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

July 27, 2011

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 5:03 P.M., with Commissioners Bob Fahrbach, 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; Steve Grenell, Project Engineer; Kristin Hubertus, Business Operations Accountant; Lonnie Pichler, Electric and Water Distribution Supervisor; Dave Rodriguez, Customer and Utility Services Manager; and John Teale, Technical Services Engineer.

Those absent were: Comm. Joe Guidote; Jerry Sturm, Water Plant Supervisor and Mark Albert, Energy Services Representative.

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

Item II. People from the Gallery to be heard on any topic of public concern to the Utility.

Mary Nebel, 713 First Street, commented on the draft minutes on the utility web site, and she commended Co-General Manager/Business Operations Krause for the information presented at the Common Council meeting regarding placing uncollected utility bills on the tax roll.

Comm. Merkes arrived at 5:07 p.m.

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 June 29, 2011.
- B. Minutes of the Closed Session of Jan. 26 and Feb. 23, 2011.
- C. Approve and warrant payments summarized by checks dated June 30 – July 27, 2011, which includes Net Payroll Voucher Checks, Void O & M Check 041891, and Operation and Maintenance Voucher Checks for a total of \$942,863.34, 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 PSC Water Conservation Customer Satisfaction Survey dated June, 2011
 - Copy of Menasha Utilities Safety Committee Mission Statement approved June 15, 2011
 - Copy of letter dated June 21 to City Attorney Captain from Attorney Kintzinger, Hunton & Williams, re: Special Counsel to City of Menasha Bondholder Workout on Steam Utility
 - Copy of letter dated June 27 to Co-General Manager Dick Sturm from Larry Landsness, WI DNR, re: High Lift Pumping Modifications/Tank Abandonment Report
 - Copy of June 30 notice from the WI Dept. of Administration, re: Act 10

Copy of July – August PSC Water Currents

Copy of State Fiscal Year 2012 Update #3 dated July 14

Copy of July 18 notice from State of Wisconsin Dept. of Employee Trust Funds, re: Information for Employers Regarding 2011 WI Act 10 and 2011 WI Act 32

Comm. Roush complimented Mrs. Krause for actions taken on the Safe Drinking Water Loan award application, and asked for a breakdown on how the new Act 10 regulations impact all categories of employees. Mrs. Krause stated the union contracts do not expire until the end of 2013 so there are no financial impacts to the union employees.

Item IV. June Financial and Operations Statement – Business Operations Accountant Hubertus reported the major pieces of operation for the month of June were highlighted in the memorandum. She noted the fire station fiber project was closed, and there will be an update on water utility revenues at the next meeting.

After discussion, the Commission accepted the June 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. Mrs. Krause distributed an updated list to include a purchase order for water main replacement projects which was also a budgeted item.

Item VII. Unfinished Business – there was no Unfinished Business discussed at this meeting.

Item VIII. New Business, Impact of Act 10 – WRS Contributions – Mrs. Krause reported she was asked to put together information on the impact of the required WRS Contributions going into effect in August on management staff. Impact to the employer was also outlined in the analysis. A survey was also coordinated through MEUW to ask how other municipalities are implementing Act 10 as it relates to wage and benefit packages for non-represented employees, and those results were included in this information.

After discussion, the consensus was to have the full Commission present in order to take any action on this issue. Commissioner Allwardt indicated he will be out of town the first two weeks in August, and this item may need to be held until the August meeting if an earlier date cannot be found for a special meeting.

Item IX. Project Reports, Bondholder Settlement and WPPI Energy Transaction – Mrs. Krause distributed a memorandum received from the City Attorney earlier today giving an update on the status of the lawsuit against the City/Menasha Utilities.

Telecommunication Update – Technical Services Engineer Teale stated there has not been any activity on marketing strategies through Lakeland College since the last meeting.

Water Projects – Mrs. Krause reported on the State Drinking Water Funding application process. Several projects are within the eligible funding range, and McMahon Associates will be asked to bring construction and bidding proposals to the August meeting for each project. A rate application will also need to be started.

Electric and Water Distribution Supervisor Pichler added the Paris Street water project will be bundled with the other main projects.

Technical Services Engineer Teale departed at 6:15 p.m.

Item X. Staff Reports, Co-General Manager/Engineering and Operations – Co-General Manager/Engineering and Operations Dick Sturm gave an update on the issue concerning a tree located in the water pretreatment basin area.

Project Engineer – there were no additional questions to the report presented.

Electric and Water Distribution/Safety Report – Mr. Pichler gave an update on the Ponds of Menasha and Lake Road East projects. There were no electric outages during the month of June and only one main break.

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

Water Plant – Comm. Fahrback questioned the 4000 gallons of water used in distribution to the Steam Plant on the system data information. Mr. Dick Sturm stated this was most likely related to the testing of backflow prevention devices, but staff will look into the issue.

Co-General Manager/Business Operations, and Customer and Utility Services - there were no additional questions to the reports presented.

Energy Services Representative/Key Accounts – Mrs. Krause announced Mark Albert has given notice and will be leaving WPPI Energy after the week of August 1.

Item XI. People from the Gallery to be heard on any items discussed at this Meeting.

Mary Nebel, 713 First Street, commented on the Paris Street water project, Safe Drinking Water funding for projects, and assuring goodwill in the community.

Item XII. There was not a need for a Closed Session, and the motion by Comm. Fahrback, seconded by Comm. Roush, was unanimously approved at 6:35 p.m. to adjourn.

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.