

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

September 3, 2014

**Draft**

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 5:02 p.m., with Commissioners Roy Kordus, Don Merkes, Joanne Roush, and Dan Zelinski present on roll call. Also present were Melanie Krause, General Manager; Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; Paula Maurer, Customer Services Manager; and John Teale, Technical Services Engineer.

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

Item III. Unfinished Business, Generator Fencing Options – During the August 27, 2014 Commission meeting \$3,900 was approved for the former Manitowoc Tower site generator fencing. A misunderstanding about the price for installation was discovered and the amount requested for the project has been increased \$1,317.00, not including internal labor or any cost from the City for seeding the area.

The motion by Comm. Merkes, seconded by Comm. Roush was unanimous to approve increasing the price from \$3,900 to \$5,217 for the former Manitowoc Tower site generator fencing.

Item VII. New Business, Accomplishments, SWOT and Strategic Planning - Included in the packet was an Accomplishments report that summarizes what has been reported on the monthly Strategic Objectives. The report follows the 2013 Strategic Plan detailing how goals, within the 5 key strategies, were met throughout the past year.

The SWOT analysis was updated, removed from the 2015-2016 Strategic Plan, and presented as a separate item.

The Strategic Plan has been changed from a one year to a two year plan in order to encompass more of a bigger picture prospective. The separate Utilities were combined under each of the 5 key strategic categories to eliminate redundancy and the look of the plan was updated to make it more aesthetically appealing.

Discussion over the Accomplishments report, SWOT Analysis, and Strategic Plan ensued.

The Commission asked to incorporate benchmarks and more detail with notable examples to future Accomplishments reports.

Turning weaknesses and threats on the SWOT Analysis into strengths and opportunities was discussed.

During the Strategic Plan discussion the Commission asked to have more information on Energy Services & Fiber added to the Situational Assessment. For future plans, including a look at underutilized resources and addressing low flow areas was recommended.

Commissioner Kordus departed at 6:32 p.m.

Modifications and updates will be provided in a revised draft plan with the budget.

The Strategic Planning Commission meeting scheduled for September 10<sup>th</sup> has been cancelled.

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

Item X. The motion by Comm. Roush, seconded by Comm. Allwardt, was unanimously approved on roll call to adjourn at 6:55 p.m.

By: MARK L. ALLWARDT  
President

DAN ZELINSKI  
Secretary

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