

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

September 24, 2014

**Draft**

Commission Vice-President Roush called the Regular Meeting of the Water and Light Commission to order at 8:05 a.m., with Commissioners Roy Kordus, Don Merkes, and Dan Zelinski present on roll call. Also present were Steve Grenell, Project Engineer; Tim Gosz, Water Plant Supervisor; Kristin Hubertus, Business Operations Accountant; and Paula Maurer, Customer Services Manager.

Those excused were Commission President Allwardt, Melanie Krause, General 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. Consent Items – Commissioner Zelinski requested the wording of “Commissioner Zelinski was absent” to “Commissioner Zelinski was excused” for the minutes of August 27, 2014. Motion made by Comm. Zelinski, seconded by Comm. Kordus, was unanimous on roll call to approve the following with the above correction:

- A. Minutes of the Regular Meeting of August 27, 2014
- B. Minutes of the Special Meeting of September 3, 2014
- C. Approve and warrant payments summarized by checks dated September 4-24, 2014, which includes Net Payroll Voucher Checks and Operation and Maintenance Voucher Checks for a total of \$666,672.64, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting.
- D. Correspondence as listed:
  - Copy of letter dated August 28 from Community Clothes Closet RE: Thank you for Donation
  - Copy of email dated September 5 from Brian Satula, Administrator for Wisconsin Emergency Management RE: FEMA Disaster Assistance Appeal
  - Copy of Registration materials for MEUW District Dinner Meeting being held on October 2, 2014

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

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

The motion by Comm. Merkes, seconded by Comm. Roush was unanimous on roll call to approve the purchase order #7920 to Border States in the amount of \$29,640.00 for meter purchases.

Item VI. Unfinished Business, Lead & Copper Testing – Water Plant Supervisor Gosz detailed possible financing options/grants available to customers for the August 27, 2014 proposed ordinance requiring homeowners to replace lead services from the curb stop to their house whenever the main is replaced. After a lengthy discussion the commission requested an estimate of the number of properties that might be affected by this ordinance five years forward and a cost range brought back to the Commission in order to have a better understanding of the impact to the community.

WPDES Permit transfer of waste load allocations – On July 30, 2014 the Commission directed staff to submit a letter to the DNR to reallocate the phosphorous limit allocations and total suspended solid allocations to the City of Menasha. The DNR responded with additional engineering questions and gave the Utilities 90 days to respond. Due to a lack of DNR guidelines on transferring allocations, the Commission requested that staff write a letter to the DNR asking for an additional 90 day extension and to hand the issue over to the City's Public Works Department so they can work with the DNR to have this item resolved.

Item VII. New Business – no new business was discussed.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – Statewide water benchmarks included in the August Strategic Initiative were discussed. The Commission asked to have a comparison of the cost to produce a gallon of water for Menasha Utilities and surrounding areas brought back for discussion.

August Financial and Project Status Reports – Electric consumption was down 2.89% compared to budget, however, Net Operating Income was slightly higher due decreased expenses and cost of power. The costs for the new dump truck and bucket truck are reflected in the net cash balance.

Water consumption was down 0.62% compared to budget with year-to-date up by 1.2% compared to budget.

After discussion, the Commission accepted the August Financial and Project Status Reports as presented.

Project Reports, Water Plant Projects – The #4 High Lift Pump rebuild is finished and the pump is operating. The fencing around the generator on the former Manitowoc Tower site is completed and a public hearing regarding the future use of Winz Park has been scheduled in October.

Metering Practice & Plan – Additional replacements and verifications are scheduled for October.

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

Item X. The Closed Session for Delinquent Accounts was canceled.

The motion by Comm. Merkes, seconded by Comm. Zelinski, was unanimously approved on roll call at 9:12 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Performance Evaluation of General Manager.

By: JOANNE ROUSH  
Vice-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.