

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, MARCH 13, 2018**

ROLL CALL Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Gehl, Richards, and Siira. Members of the Utility staff in attendance were: General Manager Sullivan, Utility Engineer Pritzlaff, Plant Manager Francis, Distribution Manager Schwartz, and Accounting Supervisor Stenzel.

PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on February 13, 2018, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote, all voted aye.

CLOSED SESSION The meeting went into closed session at 9:03 a.m. with a motion by Commissioner Wille, and a second by Commissioner Siepert, in accordance with Section 19.85 (1) (c) (e) and (g) of the Wisconsin State Statutes for the following purpose:

- A. Water Quality Improvement Project
- B. Franklin Water Sales Agreement Extension
- C. 2018 Management Wage Adjustments

Commissioner Wille, with Commissioner Siira seconding, made the motion to reconvene into open session at 9:55 a.m. Roll call vote, all voted aye.

- A. Water Quality Improvement Project:
No action was taken on this agenda item.
- B. Franklin Water Sales Agreement Extension:
No action was taken on this agenda item.
- C. 2018 Management Wage Adjustments:
Commissioner Richards, with Commissioner Siepert seconding made the motion providing for a one-time non-base building payment of \$2,000.00 for the General Manager. Roll call vote, all voted aye.

PROJECT APPROVALS Glen Crossing Addition #1 Phase II Water and Sewer:
Commissioner Wille, with Commissioner Siira seconding, made the motion to approve the Glen Crossing Addition #1 Phase II Water and Sewer developer-funded project. Roll call vote, all voted aye.

East Brooke Reserve Water and Sewer:

Commissioner Siira, with Commissioner Gehl seconding, made the motion to approve the East Brooke Reserve Water and Sewer developer-funded project. Roll call vote, all voted aye.

AWARD PUETZ
ROAD WATER MAIN
RELAY

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the Puetz Road Water Main Relay Replacement Project and award a construction contract to the lowest responsive, responsible bidder, Wanasek Inc., based on the bid amount of \$234,637.00 and amend the capital budget by the same. Roll call vote, all voted aye.

METER
REPLACEMENT
BIDS-PLANT

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve staff's recommended bid for flow meters from J F Ahern at a cost of \$77,350.00. Roll call vote, all voted aye.

PROJECT PAYMENT
APPROVAL

No action was taken on this agenda item.

VOUCHER
APPROVAL

Vouchers incurred during February totaled \$442,815.46. Commissioner Siira, with Commissioner Siepert seconding, made the motion to approve payment of all invoices. Roll call vote, all voted aye.

UTILITY
INVESTMENTS

Accounting Supervisor Stenzel reported utility investments as of February 2018. A copy of the report is on file.

ALDERMANIC
REPORT

Commissioner Gehl updated the Commission and staff on operations occurring in the City during February 2018.

ADMINISTRATIVE
OPERATIONS
REPORT

Accounting Supervisor Stenzel reported administrative operations during February 2018. A copy of the report is on file.

ENGINEERING
OPERATIONS
REPORT

Utility Engineer Pritzlaff reported engineering operations during February 2018. A copy of the report is on file.

DISTRIBUTION
OPERATIONS
REPORT

Distribution Manager Schwartz reported distribution operations during February 2018. A copy of the report is on file.

PLANT
OPERATIONS
REPORT

Plant Manager Francis reported plant operations during February 2018. A copy of the report is on file.

MANAGER'S
REPORT

There was no report for this agenda item.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding,
adjourned the meeting at 10:45 a.m. Roll call vote, all voted aye.

 4/10/18

Edward G. Siira, Chairman



Gerald H. Wille, Secretary

03-13-18