

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, APRIL 10, 2018**

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

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

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

- A. Water Quality Improvement Project
- B. Franklin Water Sales Agreement Extension

Commissioner Siira, with Commissioner Siepert seconding, made the motion to reconvene into open session at 9:48 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.

PROJECT APPROVALS No action was taken on this agenda item.

TREATMENT PLANT ROOF REPLACEMENT Commissioner Wille, with Commissioner Siira seconding, made the motion to approve staff's recommended bid for the treatment plant roof replacement from Schranz Roofing, based on the bid amount of \$71,125.00. Roll call vote, all voted aye.

CHEMICAL FLOW METERS REPLACEMENT Commissioner Siira, with Commissioner Siepert seconding, made the motion to approve staff's recommended bid for chemical flow meter replacements for the chlorine feed system from Butters-Fetting at a cost of \$21,700.00. Roll call vote, all voted aye.

<p>WATER AND SEWER CONNECTION AGREEMENTS FOR 10100 SOUTH 8<sup>TH</sup> AVENUE</p>	<p>Commissioner Wille, with Commissioner Siira seconding, made the motion to approve the Water and Sewer Connection Agreements for 10100 South 8<sup>th</sup> Avenue. Roll call vote, all voted aye.</p>
<p>PROJECT PAYMENT APPROVAL</p>	<p>No action was taken on this agenda item.</p>
<p>VOUCHER APPROVAL</p>	<p>Vouchers incurred during March totaled \$420,254.40. Commissioner Siira, with Commissioner Siepert seconding, made the motion to approve payment of all invoices. Roll call vote, all voted aye.</p>
<p>UTILITY INVESTMENTS</p>	<p>Accounting Supervisor Stenzel reported utility investments as of March 2018. A copy of the report is on file.</p>
<p>ALDERMANIC REPORT</p>	<p>Commissioner Gehl updated the Commission and staff on operations occurring in the City during March 2018.</p>
<p>ADMINISTRATIVE OPERATIONS REPORT</p>	<p>Accounting Supervisor Stenzel reported administrative operations during March 2018. A copy of the report is on file.</p>
<p>ENGINEERING OPERATIONS REPORT</p>	<p>Utility Engineer Pritzlaff reported engineering operations during March 2018. A copy of the report is on file.</p>
<p>DISTRIBUTION OPERATIONS REPORT</p>	<p>Distribution Manager Schwartz reported distribution operations during March 2018. A copy of the report is on file.</p>
<p>PLANT OPERATIONS REPORT</p>	<p>Acting Plant Manager Robe reported plant operations during March 2018. A copy of the report is on file.</p>
<p>MANAGER'S REPORT</p>	<p>General Manager Sullivan expressed his deep appreciation for Plant Manager Francis and his amazing career spanning 43 years as he worked to provide safe drinking water to our customers and to improve the water industry as a whole through participation in AWWA, Partnership for Safe Water, WI AWWA, Wisconsin Rural Water Association, and West Shore Water Producers Association. The Commission and staff members joined in congratulatory wishes for a long and healthy retirement.</p>

ADJOURN

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

 5/8/18

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Edward G. Siira, Chairman



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Gerald H. Wille, Secretary

04-10-18