

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, DECEMBER 11, 2018**

**ROLL CALL**

Present at the 10:00 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, Distribution Manager Schwartz, Plant Manager Robe and Accounting Supervisor Stenzel.

**PREVIOUS  
MINUTES  
APPROVED**

Minutes of the last regular meeting, held on November 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 10:01 a.m. with a motion by Commissioner Wille, 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. Oak Creek-Franklin Municipal Water & Sewer Agreement

Commissioner Siira, with Commissioner Siepert seconding, made the motion to reconvene into open session at 10:25 a.m. Roll call vote, all voted aye.

- A. Water Quality Improvement Project:  
No action was taken on this agenda item.
- B. Oak Creek-Franklin Municipal Water & Sewer Agreement:  
No action was taken on this agenda item.

**PROJECT  
APPROVALS**

No action was taken on this agenda item.

**25<sup>TH</sup> CONSECUTIVE  
CERTIFICATE OF  
ACHIEVEMENT FOR  
EXCELLENCE IN  
FINANCIAL  
REPORTING**

General Manager Sullivan informed the Commission that the Utility has received its 25<sup>th</sup> consecutive Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment for 25 consecutive years represents a significant accomplishment by the Utility and its management team. The Utility Commission and management team extended their

heartfelt congratulations to Accounting Supervisor Stenzel for her role as the primary preparer and recipient of this prestigious award.

CHEMICAL BIDS

Plant Manager Robe was directed to pursue favorable chemical bids for our plant's needs for 2019 independent from the bids recently received for the consortium's chemical needs.

PROJECT PAYMENT APPROVAL

No action was taken on this agenda item.

VOUCHER APPROVAL

Vouchers incurred during November totaled \$448,486.21. Commissioner Wille, 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 November, 2018. A copy of the report is on file.

2019 CAPITAL BUDGET APPROVAL

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the 2019 Capital Budget as prepared and presented by Accounting Supervisor Stenzel. Roll call vote, all voted aye.

ALDERMANIC REPORT

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

ADMINISTRATIVE OPERATIONS REPORT

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

ENGINEERING OPERATIONS REPORT

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

DISTRIBUTION OPERATIONS REPORT

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

PLANT OPERATIONS REPORT

Plant Manager Robe reported plant operations during November, 2018. A copy of the report is on file.

MANAGER'S REPORT

No report was presented this month.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding,  
adjourned the meeting at 11:40 a.m. Roll call vote, all voted aye.



Kenneth A. Gehl, Chairman



Gerald H. Wille, Secretary

12-11-18