

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, MAY 14, 2019**

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

PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on April 9, 2019, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Siira. Roll call vote, all voted aye.

CLOSED SESSION The meeting went into closed session at 9:01 a.m. with a motion by Commissioner Siepert, and a second by Commissioner Siira, in accordance with Section 19.85 (1) (e) and (g) of the Wisconsin State Statutes for the following purpose:

A. Water Quality Improvement Project

Roll call vote, all voted aye.

Commissioner Siepert, with Commissioner Siira seconding, made the motion to reconvene into open session at 9:29 a.m. Roll call vote, all voted aye.

A. Water Quality Improvement Project  
No action was taken on this agenda item.

PROJECT APPROVALS No action was taken on this agenda item.

KEI AGREEMENT Commissioner Siira, with Commissioner Siepert seconding, made the motion to authorize the Utility Engineer to enter into an agreement with Kujawa Enterprises, Inc. (KEI) for installation of landscaping around the gate on the low lift drive in the amount not to exceed \$25,000.00. Roll call vote, all voted aye.

AWARD EAST FITZSIMMONS ROAD WATER MAIN EXTENSION Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the East Fitzsimmons Road Water Main Extension project and award a construction contract to the lowest responsive, responsible bidder, DF Tomasini Contractors,

	Inc., based on the bid amount of \$318,863.50. Roll call vote, all voted aye.
AWARD WEST COLLEGE AVENUE WATER MAIN EXTENSION	Commissioner Richards, with Commissioner Siepert seconding, made the motion to reject all bids for the West College Avenue Water Main Extension project. Roll call vote, all voted aye.
AWARD 2018 SANITARY SEWER REHAB	Commissioner Richards, with Commissioner Siepert seconding, made the motion to reject all bids for the 2018 Sanitary Sewer Rehabilitation project. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	Commissioner Siepert, with Commissioner Siira seconding, made the motion to approve Project Approval Payment No. 4 for the Water Treatment Plant Locker Room Update Project (Project 18110) to Sackerson Construction Co, Inc. in the amount of \$21,239.00. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during April totaled \$943,939.33. Commissioner Siepert, with Commissioner Siira 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 April, 2019. A copy of the report is on file.
FINANCIAL STATEMENTS	Accounting Supervisor Stenzel presented the first quarter financial statements for Commission review.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during April, 2019.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during April, 2019. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Johnston reported engineering operations during April, 2019. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during April, 2019. A copy of the report is on file.

PLANT  
OPERATIONS  
REPORT

Plant Manager Robe reported plant operations during April, 2019. A copy of the report is on file.


MANAGER'S  
REPORT


General Manager Sullivan confirmed the change in the Commission meeting to June 18, 2019 due to the AWWA Conference held the week of June 10th.

General Manager Sullivan attended the International Symposium on Waterborne Pathogens in Tampa, Florida which is held every two years. He recapped the highlights of the symposium and indicated there was a strong focus on drinking water including studies being conducted on microorganisms.

ADJOURN

Commissioner Siefert, with Commission Richards seconding, adjourned the meeting at 10:35 am. Roll call vote, all voted aye.

  
Kenneth A. Gehl, Chairman

  
Gerald H. Wille, Secretary

05-14-19