

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, JUNE 9, 2020**

ROLL CALL Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Gehl, Richards, and Cigale. Members of the Utility staff in attendance were: General Manager Sullivan, Utility Engineer Johnston, Distribution Manager Allard, Plant Manager Robe (by phone at 9:14 a.m.), and Accounting Supervisor Stenzel.

PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on March 10, 2020, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gehl. Roll call vote, all voted aye.

CLOSED SESSION No action was taken on this agenda item.

PROJECT APPROVALS Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the United States Postal Service Distribution Facility for the extension of public water main and both public sanitary and private interceptor sanitary sewer at 2201 E. College Avenue. Roll call vote, all voted aye.

PROJECT PAYMENT APPROVAL Commissioner Siepert, with Commissioner Cigale seconding, made the motion to approve the final payment for the Water Treatment Plant Locker Rooms (Project 18110) to William Sackerson Construction Company, Inc. in the amount of \$3,121.91. Roll call vote, all voted aye.

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve Project Payments #1, #2, and #3 for the College Avenue Looping Project (Project 19103) to Cornerstone Plumbing, LLC in the amounts of \$304,462.93, \$86,009.12, and \$10,020.00 respectively. Roll call vote, all voted aye.

Commissioner Siepert, with Commissioner Gehl seconding, made the motion to approve Project Payments #1, #2, and #3 for the Howell and Quail Run Looping Project (Project 17103) to Cornerstone Plumbing, LLC in the amounts of \$1,579.37, \$118,147.54, and \$155,523.11 respectively. Roll call vote, all voted aye.

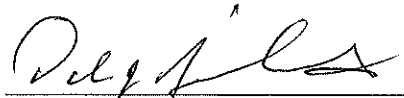
Commissioner Wille, with Commissioner Gehl seconding, made the motion to approve Project Payments #1 and #2 for the Jewell Street Lift Station Abandonment Project (Project 17106) to D.F.


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	Tomasini Contractors, Inc. in the amounts of \$87,542.50 and \$317,958.42 respectively. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during March, April, and May, 2020, totaled \$885,820.98, \$857,906.62, and 827,236.23 respectively. Commissioner Siepert, with Commissioner Cigale 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 May, 2020. A copy of the report is on file.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during May, 2020.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during May, 2020. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Johnston reported engineering operations during May, 2020. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Allard reported distribution operations during May, 2020. A copy of the report is on file.
PLANT OPERATIONS REPORT	Plant Manager Robe reported plant operations during May, 2020. A copy of the report is on file.
MANAGER'S REPORT	<p>Manager Sullivan updated the Commission on operational changes within the Utility as a result of COVID-19. An acrylic barrier, signage, and hand sanitizer were installed at the front desk as the normal customer base is coming in to pay their bills. Masks are also available to staff for their use. Some employees work from home which is going very well. All operators are back at the plant, but are still keeping separated. The plant staff will soon resume taking water samples within the community again. Cleaning around the Utility, especially the lobby area, has increased.</p> <p>Sections were added to the Utility's Annual Water Quality Report mailing about the Utility's response to COVID-19 and an update on the status of Oak Creek's discontinuance of water service to Franklin.</p>

ADJOURN

Commissioner Siepert, with Commissioner Wille seconding,  
adjourned the meeting at 10:41 am. Roll call vote, all voted aye.

  
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Dale J. Richards, President

  
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Gerald H. Wille, Secretary

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