

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, APRIL 14, 2015**

ROLL CALL	Present at the 9:00 a.m. beginning were: Commissioners Siepert, Gehl, Richards, and Siira. Commissioner Wille arrived at 9:38 am. Members of the Utility staff in attendance were: General Manager Sullivan, Utility Engineer Pritzlaff, Distribution Manager Schwartz, and Accounting Supervisor Stenzel. Plant Manager Francis was excused.
PREVIOUS MINUTES APPROVED	Minutes of the last regular meeting, held on March 10, 2015, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Siira. Roll call vote, all voted aye.
CHANGE ORDER #1 RYAN ROAD HYDRANT RELOCATIONS AND WATER MAIN RELAY	Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve Change Order No. 1 for the Ryan Road Hydrant Relocations and Water Main Relay (Project 14104) to Bradford Contractors, LLC in the amount of \$8,042.91. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the project payment for the Cedar Hills Water Main Relay (Project 14102) to UPI LLC in the amount of \$296,122.23. Roll call vote, all voted aye. Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the project payment for the 27 th Street Hydrant Relocations and Water Main Relay (Project 15101) to MJ Construction in the amount of \$139,932.86. Roll call vote, all voted aye. Commissioner Siepert, with Commissioner Siira seconding, made the motion to approve the project payment for the Ryan Road Hydrant Relocations and Water Main Relay (Project 14104) to Bradford Contractors in the amount of \$16,081.84. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during March totaled \$1,555,249.68. 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 March 2015. A copy of the report is on file.

PLANT OPERATIONS REPORT	Utility Engineer Pritzlaff reported plant operations during March 2015 in Plant Manager Francis' absence. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during March 2015. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during March 2015. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Pritzlaff reported engineering operations during March 2015. A copy of the report is on file.
MANAGER'S REPORT	<p>The Partnership for Safe Water Program Manager has asked General Manager Sullivan to present success stories to another potential Wisconsin utility considering the program.</p> <p>Utility staff solicited quotes to privatize locating functions, but due to the large percentage of non-metallic pipe installed without tracer wire, no private firm was interested.</p> <p>General Manager Sullivan proposed both the June and September meetings be moved to the third Tuesday of those months due to meeting conflicts. The June Commission meeting will be moved to June 16, 2015, and the September Commission meeting will be moved to September 15, 2015.</p>
PROJECT APPROVALS	<p><u>Oakfield Village Addition No. 2 Water Main Extension:</u> Commissioner Wille made the motion to approve the developer-funded Oakfield Village Addition No. 2 Water Main Extension project only with the addition of a connection to Lauree Lane. Motion died for lack of a second.</p> <p>Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the developer-funded Oakfield Village Addition No. 2 Water Main Extension project only with the addition of a connection from Alisa Lane to Lauree Lane to Glenfield Drive. Roll call vote, Richards, aye; Siira, aye; Siepert, aye; Wille, aye; and Gehl, nay.</p>
MISCELLANEOUS MATTERS	<p><u>Simplified Water Rate Case Application:</u> General Manager Sullivan informed the Commission that due to a change in the benchmark rate of return as set by the PSC, the Utility has not qualified for the simplified water rate case. Therefore, there will be no water rate increase in 2015.</p>

Professional Services Agreement with the Sigma Group:
Commissioner Siepert, with Commissioner Wille seconding, made the motion to authorize the Utility Engineer to enter into an agreement with The Sigma Group for providing professional environmental services for the CT Tank Compliance Project in the not to exceed amount of \$15,000.00. Roll call vote, all voted aye.

EXECUTIVE
SESSION

No action was taken on this agenda item.

ADJOURN

Commissioner Siepert, with Commissioner Richards seconding, made the motion to adjourn the meeting at 10:55 a.m. Roll call vote, all voted aye.



Kenneth A. Gehl, Chairman



Gerald H. Wille, Secretary

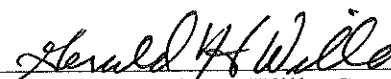
04-14-15

**MINUTES OF A SPECIAL MEETING
WATER AND SEWER UTILITY COMMISSION
FRIDAY, APRIL 24, 2015**

- ROLL CALL Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Gehl and Richards. Commissioner Siira was excused. Members of the Utility staff in attendance were: General Manager Sullivan, Utility Engineer Pritzlaff, and Distribution Manager Schwartz.
- RESCIND OAKFIELD VILLAGE ADDITION NO. 2 WATER MAIN EXTENSION Commissioner Wille, with Commissioner Siepert seconding, made the motion to rescind the April 14, 2015, project approval for the developer-funded Oakfield Village Addition No. 2 Water Main Extension project only with the addition of a connection from Alisa Lane to Lauree Lane to Glenfield Drive. Roll call vote: Wille aye, Siepert, aye; Gehl, aye; and Richards, nay.
- APPROVE OAKFIELD VILLAGE ADDITION NO. 2 WATER MAIN EXTENSION Commissioner Wille, with Commissioner Gehl seconding, made the motion to approve the developer-funded Oakfield Village Addition No. 2 Water Main Extension project with the addition of a connection from Lily Drive to Alisa Drive and Lauree Lane to Glenfield Drive. Roll call vote: Wille, aye; Gehl, aye; Siepert, aye; and Richards, nay.
- ADJOURN Commissioner Wille, with Commissioner Siepert seconding, made a motion to adjourn the meeting at 10:06 a.m. Roll call vote, all voted aye.



Kenneth A. Gehl, Chairman



Gerald H. Wille, Secretary