

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, APRIL 11, 2017**

ROLL CALL Present at the 9:00 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, Plant Manager Francis, Distribution Manager Schwartz, and Accounting Supervisor Stenzel.

PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on March 14, 2017, 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 9:01 a.m. with a motion by Commissioner Siira, and a second by Commissioner Siepert, in accordance with Section 19.85 (1) (c), (e), and (g) of the Wisconsin State Statutes for the following purpose:

- A. Contractor Damage to Tree on 15<sup>th</sup> Avenue
- B. Water Quality Improvement Project
- C. Waukesha Water Sales Agreement
- D. New Employee Development

Commissioner Siira, with Commissioner Wille seconding, made the motion to reconvene into open session at 10:01 a.m. Roll call vote, all voted aye.

- A. Contractor Damage to Tree on 15th Avenue:  
Commissioner Siepert, with Commissioner Wille seconding, made the motion approving a settlement payment of \$500.00 to the homeowner, pending a signed release of claim, for damage to their tree. Roll call vote, all voted aye.
- B. Water Quality Improvement Project:  
No action was taken on this agenda item.
- C. Waukesha Water Sale Agreement:  
No action was taken on this agenda item.
- D. New Employee Development:  
No action was taken on this agenda item.

PROJECT APPROVALS No action was taken on this agenda item

OAK CREEK-  
FRANKLIN  
MUNICIPAL SEWER  
AGREEMENT

Commissioner Richards, with Commissioner Siepert seconding, made the motion to hold the 27<sup>th</sup> Street Oak Creek-Franklin Municipal Sewer Agreement pending further research, investigation and potential impact with the Utility, City of Oak Creek, and the City of Franklin. Roll call vote, all voted aye.

WATER  
DISCONNECTION  
POLICY FOR  
DELINQUENT  
ACCOUNTS

Commissioner Richards, with Commissioner Siepert seconding, made the motion approving the Water Disconnection Policy for delinquent accounts as prepared and presented by staff effective April 11, 2017. Roll call vote, all voted aye.

PROJECT PAYMENT  
APPROVALS

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the final project payment for the 15<sup>th</sup> Avenue Water Main Extension (Project 16104) to Willkomm Excavating and Grading, Inc. in the amount of \$564.04. Roll call vote: Wille, aye; Siepert, aye; Gehl, aye; Siira, aye, and Richards, nay.

Commissioner Siepert, with Commissioner Siira seconding, made the motion to approve progress payment 1 for 2017 Sanitary Sewer Rehab Project (Project 16107) to Advance Construction, Inc. in the amount of \$118,519.75. Roll call vote, all voted aye.

VOUCHER  
APPROVAL

Vouchers incurred during March totaled \$839,758.40. 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 March 2017. A copy of the report is on file.

ALDERMANIC  
REPORT

Commissioner Gehl updated the Commission and staff on operations occurring in the City during March 2017.

ADMINISTRATIVE  
OPERATIONS  
REPORT

Accounting Supervisor Stenzel reported administrative operations during March 2017. A copy of the report is on file.

ENGINEERING  
OPERATIONS  
REPORT

Utility Engineer Pritzlaff reported engineering operations during March 2017. A copy of the report is on file.

DISTRIBUTION  
OPERATIONS  
REPORT

Distribution Manager Schwartz reported distribution operations during March 2017. A copy of the report is on file.

PLANT  
OPERATIONS  
REPORT

Plant Manager Francis reported plant operations during March 2017. A copy of the report is on file.

MANAGER'S  
REPORT

General Manager Sullivan reported that the sale of 42 retired Iowa fire hydrants was well received as they were sold out in just three days with inquiries to purchase still being received.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding, adjourned the meeting at 11:15 a.m. Roll call vote, all voted aye.

 3/9/17

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Edward G. Siira, Chairman



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Gerald H. Wille, Secretary

04-11-17