

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, AUGUST 9, 2016**

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 July 12, 2016, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. 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 5 <sup>th</sup> Avenue Water Main Extension (Project 16103) to American Sewer Services, Inc. in the amount of \$2,942.00. Roll call vote, all voted aye.  Commissioner Siira, with Commissioner Wille seconding, made the motion to approve progress payment #1 for the 15 <sup>th</sup> Avenue Water Main Extension (Project 16104) to Willkomm Excavating and Grading, Inc. in the amount of \$148,878.65. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during July totaled \$557,792.30. 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 July 2016. A copy of the report is on file.
FINANCIAL STATEMENTS	Accounting Supervisor Stenzel presented the six-month financial statements for Commission review.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during July 2016.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during July 2016. A copy of the report is on file.

DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during July 2016. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during July 2016. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Pritzlaff reported engineering operations during July 2016. A copy of the report is on file.
MANAGER'S REPORT	Utility Manager Sullivan discussed the recent total coliform positive sample result, repeat sampling, and invalidation of the original sample due to a sample site issue. He also discussed the DNR's reluctance to accept that Oak Creek is sampling above and beyond the minimum requirement to ensure adequate coverage of the system.
PROJECT APPROVALS	No action was taken on this agenda item.
MISCELLANEOUS MATTERS	<u>Professional Services Agreement Sanitary Sewer Rehabilitation:</u> Commissioner Richards, with Commissioner Siepert seconding, made the motion to authorize the Utility Engineer to enter into an agreement with R.A. Smith National, Inc. for providing professional services in the design of the 2016 Sanitary Sewer Rehabilitation project in the not to exceed amount of \$55,000.00. Roll call vote, all voted aye.
CLOSED SESSION	The meeting went into closed session at 9:48 a.m. with a motion by Commissioner Siira, and a second by Commissioner Gehl, in accordance with Section 19.85 (1) (g) of the Wisconsin State Statutes for the following purpose: <ul style="list-style-type: none"> <li>A. CT Tank Compliance Project</li> <li>B. Waukesha Water Sales Agreement</li> </ul> Roll call vote, all voted aye.  Commissioner Wille, with Commissioner Siepert seconding, made the motion to reconvene into open session at 10:51 a.m. Roll call vote, all voted aye.  No action was taken on this agenda item.

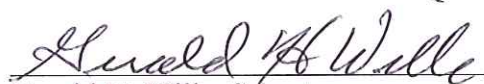
ADJOURN

Commissioner Siira, with Commissioner Siepert seconding,  
adjourned the meeting at 10:52 a.m. Roll call vote, all voted aye.



9/13/16

Edward G. Siira, Chairman




Gerald H. Wille, Secretary

08-09-16

**MINUTES OF A SPECIAL MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, AUGUST 16, 2016**

- ROLL CALL Present at the 5:00 p.m. beginning were: Commissioners Wille, Siefert, Gehl, Richards, and Siira. Members of the Utility staff in attendance were: General Manager Sullivan, Utility Engineer Pritzlaff, Plant Manager Francis, and Distribution Manager Schwartz. Accounting Supervisor Stenzel was excused.
- WAUKESHA WATER Welcome to Waukesha Water Representatives  
General Manager Sullivan, with Commissioners and staff of the Oak Creek Water Utility, extended a welcome to the Waukesha Water representatives.
- Waukesha Water Sales Agreement  
Discussion ensued regarding the Waukesha Water Sales Agreement.
- RECESS Commissioner Siira, with Commissioner Richards seconding, made the motion to recess at 5:20 p.m. Roll call vote, all voted aye.
- Following the recess the meeting moved to 9325 South 5<sup>th</sup> Avenue with a tour of the Oak Creek Water Treatment Plant.
- WATER TREATMENT PLANT TOUR The Oak Creek Water Utility staff conducted a tour of the treatment plant facilities for the Waukesha Water Utility commissioners and staff.
- ADJOURN Commissioner Wille, with Commissioner Siira seconding, adjourned the meeting at 6:47 p.m. Roll call vote, all voted aye.

 9/13/16  
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Edward G. Siira, Chairman

  
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Gerald H. Wille, Secretary

08-16-16