

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, AUGUST 8, 2017**

ROLL CALL Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Richards, Gehl, 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 11, 2017, were approved as recorded with a motion by Commissioner Siira and seconded by Commissioner Siepert. Roll call vote: Wille, aye; Siepert, aye; Siira, aye; Richards, aye; and Gehl, abstain.

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

- A. Water Quality Improvement Project
- B. Waukesha Water Sales Agreement

Commissioner Siira, with Commissioner Gehl seconding, made the motion to reconvene into open session at 9:56 a.m. Roll call vote, all voted aye.

- A. Water Quality Improvement Project:
No action was taken on this agenda item.
- B. Waukesha Water Sales Agreement:
No action was taken on this agenda item.


PROJECT APPROVALS No action was taken on this agenda item.

REVISED CALEDONIA SANITARY SEWER SERVICE AREA AGREEMENT No action was taken on this agenda item.

VERIZON LEASE AMENDMENT Commissioner Siepert, with Commissioner Richards seconding, made the motion authorizing the General Manager to sign the Howell Tower Verizon Lease amendment contingent on

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	correcting minor lease language revisions and construction plan requirements. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVAL	No action was taken on this agenda item.
VOUCHER APPROVAL	Vouchers incurred during July totaled \$610,823.26. Commissioner Wille, 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 2017. A copy of the report is on file.
FINANCIAL STATEMENTS	Accounting Supervisor Stenzel presented the second quarter financial statements for Commission review.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during July 2017.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during July 2017. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Pritzlaff reported engineering operations during July 2017. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during July 2017. A copy of the report is on file.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during July 2017. A copy of the report is on file.
MANAGER'S REPORT	General Manager Sullivan informed the Commission that Deborah Jensen, our community contact for MMSD, passed away on August 7 and will be greatly missed.
ADJOURN	Commissioner Siira, with Commissioner Gehl seconding, adjourned the meeting at 11:02 a.m. Roll call vote, all voted aye.



 Edward G. Siira, Chairman



 Gerald H. Wille, Secretary

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