

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, DECEMBER 9, 2014**

ROLL CALL	Present at the 10:00 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 November 11, 2014, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Siira. Roll call vote, all voted aye.
SPECIAL MINUTES APPROVAL	Minutes of the special meeting, held on November 18, 2014, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gehl. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during November totaled \$278,793.23. Commissioner Gehl, 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 November 2014. A copy of the report is on file.
INTERFUND LOAN	Commissioner Gehl, with Commissioner Siepert seconding, made the motion to keep the interfund loan from the Sewer Utility to the Water Utility at an interest rate of 0.34%, or 25 basis points above the LGIP rate, and to continue with the annual review of this interest rate at the December Commission meetings. Roll call vote, all voted aye.
2015 CAPITAL BUDGET APPROVAL	Commissioner Siira, with Commissioner Siepert seconding, made the motion to approve the 2015 Capital Budget as prepared and presented by Accounting Supervisor Stenzel. Roll call vote, all voted aye.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during November 2014. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during November 2014. A copy of the report is on file.

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ADMINISTRATIVE  
OPERATIONS  
REPORT

Accounting Supervisor Stenzel reported administrative operations during November 2014. A copy of the report is on file.

ENGINEERING  
OPERATIONS  
REPORT

Utility Engineer Pritzlaff reported engineering operations during November 2014. A copy of the report is on file.

MANAGER'S  
REPORT

Upon his return from Partnership for Safe Water training in New Orleans, General Manager Sullivan provided a brief presentation of the host treatment facility showcasing the vast differences between water treatment plants in various areas in the United States.

PROJECT  
APPROVALS

No action was taken on this agenda item.

MISCELLANEOUS  
MATTERS

Chemical Bids:  
Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the recommended bids for the Utility's 2015 chemical needs as prepared by staff. Roll call vote, all voted aye.

Personnel Manual Changes:  
Commissioner Siepert, with Commissioner Siira seconding, made the motion to approve the personnel manual language changes as proposed by staff. Roll call vote, all voted aye.

EXECUTIVE  
SESSION

No action was taken on this agenda item.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding, made the motion to adjourn the meeting at 12:23 p.m. Roll call vote, all voted aye.

  
Gerald H. Wille, Chairman

  
Fredrick R. Siepert, Secretary

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