

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, DECEMBER 8, 2015**

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 10, 2015, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	No action was taken on this agenda item.
VOUCHER APPROVAL	Vouchers incurred during November totaled \$276,290.90. 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 November 2015. A copy of the report is on file.
INTERFUND LOAN	No action was taken on this agenda item.
2016 CAPITAL BUDGET APPROVAL	Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the 2016 Capital Budget as prepared and presented by Accounting Supervisor Stenzel and staff; and as amended with an additional \$50,000.00 for Raw Water Security Upgrades. Roll call vote, all voted aye.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during November 2015.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during November 2015. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during November 2015. A copy of the report is on file.

ADMINISTRATIVE
OPERATIONS
REPORT

Accounting Supervisor Stenzel reported administrative operations during November 2015. A copy of the report is on file.

ENGINEERING
OPERATIONS
REPORT

Utility Engineer Pritzlaff reported engineering operations during November 2015. A copy of the report is on file.

MANAGER'S
REPORT

General Manager Sullivan informed the Commission that Cricket has submitted their 30 day notice per their contractual obligation for the decommissioning of their antennas at Sycamore Tower.

After a hiatus and requests from the area residents, the Utility placed colored lights at the reservoir for the holiday season.

PROJECT
APPROVALS

No action was taken on this agenda item.

MISCELLANEOUS
MATTERS

Chemical Bids:

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the recommended bids for the Utility's 2016 chemical needs as prepared by staff. Roll call vote, all voted aye.

Amendment Number 1 to the Professional Services Agreement with CH2M for Construction Administration of the CT Tank Compliance Project:

Commissioner Richards, with Commissioner Siira seconding, made the motion to authorize the Utility Engineer to amend the professional services agreement with CH2M in order to provide construction administration services for the CT Tank Compliance Project in the not to exceed amount of \$2,200,000.00. Roll call vote, all voted aye.

Amendment Number 3 to the Ramboll Environ Environmental Services Agreement for the CT Tank Compliance Project:

Commissioner Richards, with Commissioner Wille seconding, made the motion to amend the existing professional services agreement with Ramboll Environ in order to provide for additional environmental analysis of the site required by the WDNR Site Remediation group for the CT Tank Compliance Project in the not to exceed amount of \$18,000.00. Roll call vote, all voted aye.

CLOSED
SESSION

The meeting went into closed session at 12:14 pm with a motion by Commissioner Wille, and a second by Commissioner Siepert, in accordance with Section 19.85 (1) (g) of the Wisconsin State Statutes for the following purpose:

Confer with legal counsel concerning strategy to be adopted by the Commission with respect to the CT Tank Compliance Project. Roll call vote, all voted aye.

Commissioner Wille, with Commissioner Richards seconding, made the motion to reconvene into open session at 12:57 pm. Roll call vote, all voted aye.

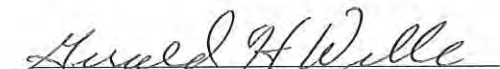
No action was taken on this agenda item.

ADJOURN

Commissioner Wille, with Commissioner Siepert seconding, adjourned the meeting at 12:58 pm. Roll call vote, all voted aye.



Edward G. Siira, Chairman



Gerald H. Wille, Secretary

12-08-15