

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, DECEMBER 12, 2017**

ROLL CALL Present at the 9:30 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 November 14, 2017, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gehl. Roll call vote, all voted aye.

CLOSED SESSION The meeting went into closed session at 9:32 a.m. with a motion by Commissioner Siira, and a second by Commissioner Siepert, 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. Franklin Water Sales Agreement Extension

Commissioner Siira, with Commissioner Siepert seconding, made the motion to reconvene into open session at 10:37 a.m. Roll call vote, all voted aye.

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

PROJECT APPROVALS No action was taken on this agenda item.

CHEMICAL BIDS Commissioner Wille, with Commissioner Siira seconding, made the motion to approve the recommended bids for the Utility's 2018 chemical needs as prepared by staff. Roll call vote, all voted aye.

PROJECT PAYMENT APPROVAL No action was taken on this agenda item.

VOUCHER APPROVAL Vouchers incurred during November totaled \$291,872.89. 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 2017. A copy of the report is on file.

2018 CAPITAL
BUDGET APPROVAL

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the 2018 Capital Budget as prepared and presented by Accounting Supervisor Stenzel. Roll call vote, all voted aye.

ALDERMANIC
REPORT

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

ADMINISTRATIVE
OPERATIONS
REPORT

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

ENGINEERING
OPERATIONS
REPORT

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

DISTRIBUTION
OPERATIONS
REPORT

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

PLANT
OPERATIONS
REPORT

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

MANAGER'S
REPORT

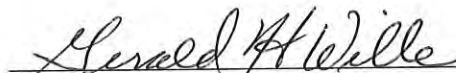
General Manager Sullivan shared the Certificate of Appreciation from the Centers for Disease Control (CDC) recognizing the Utility and staff's participation in the national Water-Borne Disease Prevention Study.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding, adjourned the meeting at 11:56 a.m. Roll call vote, all voted aye.



Edward G. Siira, Chairman



Gerald H. Wille, Secretary

12-12-17