

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, FEBRUARY 10, 2015**

ROLL CALL	Present at the 9:00 a.m. beginning were: Commissioners Siepert, Gehl, Richards, and Siira. Commissioner Wille, previously excused, arrived at 9:15 am. 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 January 13, 2015, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Richards. Roll call vote, all voted aye.
CHANGE ORDER #1 TO THE HOWELL ESTATES WATER MAIN RELAY PROJECT	Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve Change Order No. 1 for the Howell Estates Water Main Relay (Project 13104) to Mid City Plumbing & Heating, Inc. in the amount of \$38,238.86. Roll call vote, all voted aye.
CHANGE ORDER #1 TO THE ROWAN ESTATES WATER MAIN RELAY PROJECT	Commissioner Richards, with Commissioner Siira seconding, made the motion to approve Change Order No. 1 for the Rowan Estates Water Main Relay (Project 13105) to UPI LLC. in the amount of \$62,518.90. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	<p>Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve the final project payment for the Howell Estates Water Main Relay (Project 13104) to Mid City Plumbing &amp; Heating, Inc. in the amount of \$56,550.96. Roll call vote, all voted aye.</p> <p>Commissioner Siira, with Commissioner Richards seconding, made the motion to approve the project payment for the Rowan Estates Water Main Relay (Project 13105) to UPI LLC in the amount of \$62,518.90. Roll call vote, all voted aye.</p> <p>Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the project payment for the Ryan Road Hydrant Relocations and Water Main Relay (Project 14104) to Bradford Contractors in the amount of \$5,760.00. Roll call vote, all voted aye.</p>
VOUCHER APPROVAL	Vouchers incurred during January totaled \$519,156.25. 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 January 2015. A copy of the report is on file.

PLANT  
OPERATIONS  
REPORT

Plant Manager Francis reported plant operations during January 2015. A copy of the report is on file.

DISTRIBUTION  
OPERATIONS  
REPORT

Distribution Manager Schwartz reported distribution operations during January 2015. A copy of the report is on file.

ADMINISTRATIVE  
OPERATIONS  
REPORT

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

ENGINEERING  
OPERATIONS  
REPORT

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

MANAGER'S  
REPORT

General Manager Sullivan met with Glen Morrow, the new City of Franklin DPW Director/City Engineer. Their discussions included: the Utility's CT tank project, Partnership for Safe Water program, Waukesha, Muskego and Raymond water supply through Franklin, simplified water rate increase, introduction of the reuse water concept in Franklin, and their Master Plan update. General Manager Sullivan also extended an invitation for a plant tour.

General Manager Sullivan provided copies of the NOW's February 5<sup>th</sup> article covering the CT tank project and also the WAUKESHA FREEMAN article covering our facilities upgrade. Several errors were noted in the NOW article including the decision to proceed with the CT Tank project, which was in no way made with consideration for the potential sales of water to Waukesha; and the project will not increase the production of the plant.

The existing PSC water main extension rule was discussed which requires new customers and developers to fund new water main extensions.

Cricket Communications has requested to decommission their cell site on the Sycamore tower in the middle of a lease term. Negotiations are in progress to that end.

The PSC has opened a Public Fire Protection Docket as a follow-up to Milwaukee's rate case.

Trilogy Consulting will be present at the March 10, 2015 Commission meeting to review and discuss the potential financial impact of selling water to Waukesha.

PROJECT  
APPROVALS

South 27<sup>th</sup> Street Hydrant Relocations and Water Main Relay Contract Award:

Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve the South 27<sup>th</sup> Street Hydrant Relocations and Water Main Relay project and award a construction contract to the lowest responsive, responsible bidder, MJ Construction, Inc. based on the bid amount of \$774,460.00. Roll call vote, all voted aye.

Award UV Pre-Selection for Chlorine Contact Tank Compliance Project:

Commissioner Richards, with Commissioner Siira seconding, made the motion to award pre-selection of the UV system for the Chlorine Contact Tank Compliance project to Trojan Technologies based on the proposal amount of \$520,000.00 and net present value of the initial cost plus annual maintenance costs for 20 years of \$917,499.52. Roll call vote, all voted aye.

Amendment #1 to the 27<sup>th</sup> Street Hydrant Relocations and Water Main Relay Design Contract:

Commissioner Wille, with Commissioner Richards seconding, made the motion to authorize the Utility Engineer to amend the existing professional services agreement with Baxter & Woodman, Inc. to include construction surveying and staking for the South 27<sup>th</sup> Street Hydrant Relocations and Water Main Relay project in the not to exceed amount of \$10,500.00. Roll call vote, all voted aye.

MISCELLANEOUS  
MATTERS

Vehicle Bid-Distribution:

Commissioner Siepert, with Commissioner Siira seconding, made the motion to approve staff's recommended bid from Holz Chevrolet of \$16,432.00 for a 2015 Chevrolet Silverado. Roll call vote, all voted aye.

Hydraulic Breaker Bid-Distribution:

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve staff's recommended bid from Miller Bradford of \$14,304.00 for a 2015 Indeco hydraulic breaker. Roll call vote, all voted aye.

Separate Domestic and Fire Water Lateral Policy:

Commissioner Richards, with Commissioner Wille seconding, made the motion to approve the Water Lateral Policy for Domestic and Fire Protection as prepared by staff. This policy will be effective immediately for new commercial/industrial

developments. Roll call vote, all voted aye.

EXECUTIVE  
SESSION

The meeting went into executive session at 11:07 a.m. with a motion by Commissioner Wille, and a second by Commissioner Siepert, in accordance with Section 19.85 (1) (a), (c), & (f) of the Wisconsin State Statutes for the following purpose:

- a. 2015 Salary and Wage Adjustments
- b. Employee Termination/Separation

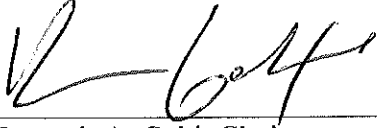
Roll call vote, all voted aye.

Commissioner Siepert, with Commissioner Siira seconding, made the motion to reconvene into open session at 12:05 p.m. Roll call vote, all voted aye.

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the salary and wage adjustments proposed by the General Manager, except for the Utility Custodian position, which shall remain at the current wage and range. Roll call vote, all voted aye.

ADJOURN

Commissioner Siepert, with Commissioner Wille seconding, made the motion to adjourn the meeting at 12:08 p.m. Roll call vote, all voted aye.

  
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Kenneth A. Gehl, Chairman

  
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Gerald H. Wille, Secretary

02-10-15