

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, FEBRUARY 13, 2018**

ROLL CALL Present at the 9:00 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 January 9, 2018, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote: Wille, aye; Siepert, aye; Siira, aye; Gehl, abstain; and Richards, nay.

CLOSED SESSION The meeting went into closed session at 9:03 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 Wille, with Commissioner Siira seconding, made the motion to reconvene into open session at 10:26 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 13<sup>th</sup> Street Utility Modification Contract to Cornerstone Plumbing, Inc.:  
Commissioner Wille, with Commissioner Gehl seconding, made the motion to approve the South 13<sup>th</sup> Street Utility Modifications Project and award a construction contract to the lowest responsive, responsible bidder, Cornerstone Plumbing, based on the bid amount of \$143,348.00. Roll call vote, all voted aye.

PROFESSIONAL SERVICES AGREEMENT WITH CITY WATER Commissioner Richards, with Commissioner Siira seconding, made the motion to authorize the Utility Engineer to enter into an agreement with City Water LLC for providing professional services in the design of the I-94 Corridor Paving Project in the

not to exceed amount of \$70,000.00 and to amend the capital budget by the same amount. Roll call vote, all voted aye.

PROFESSIONAL  
SERVICES  
AGREEMENT WITH  
BAXTER &  
WOODMAN

Commissioner Wille, with Commissioner Siira seconding, made the motion to authorize the Utility Engineer to enter into an agreement with Baxter & Woodman, Inc. for providing professional services in the design of the Puetz Road Water Main Relay Project in the not to exceed amount of \$27,000.00 and to amend the capital budget by the same amount. Roll call vote, all voted aye.

PROJECT PAYMENT  
APPROVAL

No action was taken on this agenda item.

VOUCHER  
APPROVAL

Vouchers incurred during January totaled \$692,095.52. Commissioner Siira, with Commissioner Gehl 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 2018. A copy of the report is on file.

ALDERMANIC  
REPORT

Commissioner Gehl updated the Commission and staff on operations occurring in the City during January 2018.

ADMINISTRATIVE  
OPERATIONS  
REPORT

Accounting Supervisor Stenzel reported administrative operations during January 2018. A copy of the report is on file.

ENGINEERING  
OPERATIONS  
REPORT

Utility Engineer Pritzlaff reported engineering operations during January 2018. A copy of the report is on file.

DISTRIBUTION  
OPERATIONS  
REPORT

Distribution Manager Schwartz reported distribution operations during January 2018. A copy of the report is on file.

PLANT  
OPERATIONS  
REPORT


Plant Manager Francis reported plant operations during January 2018. A copy of the report is on file.


MANAGER'S  
REPORT

General Manager Sullivan commended the distribution crew for their continued efforts over two days and in bitter cold weather to complete the repairs on the Puetz Road water main. Positive feedback was conveyed by several appreciative residents from that area.

ADJOURN

Commissioner Siira, with Commissioner Wille seconding,  
adjourned the meeting at 11:20 a.m. Roll call vote, all voted aye.

 3/13/18  
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Edward G. Siira, Chairman

  
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Gerald H. Wille, Secretary

02-13-18