

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, JANUARY 12, 2016**

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 December 8, 2015, were approved as recorded with a motion by Commissioner Wille and seconded by Commissioner Siepert. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	No action was taken on this agenda item.
VOUCHER APPROVAL	Vouchers incurred during December totaled \$428,776.48. Commissioner Richards, 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 December 31, 2015. A copy of the report is on file.
INTERFUND LOAN	Commissioner Richards, with Commissioner Wille seconding, made the motion to approve increasing the annual interest rate on the interfund loan to .44% effective December 15, 2015. Roll call vote, all voted aye.
MMSD RATES	Commissioner Siepert, with Commissioner Siira seconding, made the motion approving the pass through of Milwaukee Metropolitan Sewerage District rates for 2016. Roll call vote, all voted aye.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during December 2015.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during December 2015. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during December 2015. A copy of the report is on file.

ADMINISTRATIVE
OPERATIONS
REPORT

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

ENGINEERING
OPERATIONS
REPORT

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

MANAGER'S
REPORT

General Manager Sullivan informed the Commission that Partnership for Safe Water has requested and he has accepted their appointment as Vice Chairman of the Distribution PEAC Committee.

General Manager Sullivan will meet with City Administrator Peterson to discuss work responsibilities between city departments.

PROJECT
APPROVALS

No action was taken on this agenda item.

MISCELLANEOUS
MATTERS

POSM Upgrades:

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the recommended bid for the software update from POSM Software in the amount of \$18,650.00. Roll call vote, all voted aye.

LED Shop Light Upgrade:

No action was taken on this agenda item.

Request to Annually Report Wages to the Common Council to Acknowledge and File:

Commissioner Gehl, with Commissioner Siepert seconding, made the motion to annually report wages to the Common Council for their acknowledgement and filing. Roll call vote, all voted aye.

CLOSED
SESSION

The meeting went into closed session at 9:30 am 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:

- A. CT Tank Compliance Project
- B. Utility Funds Used in TIF Districts

Roll call vote, all voted aye.

Commissioner Siira, with Commissioner Siepert seconding, made the motion to reconvene into open session at 10:29 am. Roll call vote, all voted aye.

No action was taken on this agenda item.

ADJOURN

Commissioner Siepert, with Commissioner Siira seconding, adjourned the meeting at 10:55 am. Roll call vote, all voted aye.



Edward G. Siira, Chairman



Gerald H. Wille, Secretary

01-12-16