

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, JULY 14, 2015**

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 June 16, 2015, were approved as recorded with a motion by Commissioner Wille and seconded by Commissioner Siira. Roll call vote, all voted aye.
CHANGE ORDER NUMBER 1 CEDAR HILLS WATER MAIN RELAY	Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve Contract Change Order Number 1 to Project 14102, Cedar Hills Water Main Relay in the amount of -\$72,050.00. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the project payment for the Cedar Hills Water Main Relay (Project 14102) to UPI LLC in the amount of \$702,236.21. Roll call vote, all voted aye.  Commissioner Siepert, with Commissioner Wille seconding, made the motion to approve the project payment for the 27 <sup>th</sup> Street Hydrant Relocations and Water Main Relay (Project 15101) to MJ Construction in the amount of \$75,331.63. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during June totaled \$1,328,521.62. 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 June 2015. A copy of the report is on file.
FINANCIAL STATEMENTS	Accounting Supervisor Stenzel presented the 2014 Comprehensive Annual Financial Report to the Commission.
INVESTMENT STRATEGY REVIEW	The Utility's investment strategy was reviewed and discussed.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during June 2015. A copy of the report is on file.

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DISTRIBUTION  
OPERATIONS  
REPORT

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

ADMINISTRATIVE  
OPERATIONS  
REPORT

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

ENGINEERING  
OPERATIONS  
REPORT

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

MANAGER'S  
REPORT

General Manager Sullivan joined the Commission in congratulating Plant Manager Patrick Francis for his 40 year career with the Oak Creek Water and Sewer Utility. He continues to serve as an extremely valuable member of the Utility team.

General Manager Sullivan reported that he was attending his first Administrative Team meeting later that day.

General Manager Sullivan reminded the Commission and staff that the September Commission meeting has been rescheduled to September 15, 2015.

PROJECT  
APPROVALS

Forest Hill Avenue Water Main Replacement Project (Design Only):

Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve the design of the Forest Hill Water Main Replacement Project in the amount of \$20,000.00 and to amend the capital budget by the same amount. Roll call vote, all voted aye.

MISCELLANEOUS  
MATTERS

Declare the Chair Vacant and Proceed to Elect a New Chairman:

Commissioner Wille, with Commissioner Siepert seconding, made the motion to declare the chair vacant and elect a new chairman of the Utility commission. Roll call vote: Wille, aye; Siepert, aye; Richards, nay; Gehl, nay; and Siira, aye.

Commissioner Wille nominated Commissioner Siira for the chairman position. Commissioner Siepert, with Commissioner Richards seconding, made the motion to close the nominations. Roll call vote, all voted aye.

Commissioner Siira was elected Chairman on a roll call vote: Wille, aye; Siepert, aye; Richards, aye; Gehl, nay; and Siira, abstain.

Accept the Phase III Director's Award from the Partnership for Safe Water Recognizing the Distribution System Optimization Plan:

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Commissioner Siepert, with Commissioner Richards seconding, made the motion to accept the Phase III Director's Award from the Partnership for Safe Water Recognizing the Distribution System Optimization Plan. Roll call vote, all voted aye. Congratulations were extended to the committee members.

EXECUTIVE  
SESSION

No action was taken on this agenda item.

ADJOURN

Commissioner Siepert, with Commissioner Gehl seconding, adjourned the meeting at 12:01 pm. Roll call vote, all voted aye.

 8/14/15  
Edward G. Siira, Chairman

  
Gerald H. Wille, Secretary

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