

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, JUNE 14, 2016**

ROLL CALL	Present at the 9:05 a.m. beginning were: Commissioners Wille, Siepert, 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. Commissioner Gehl was excused.
PREVIOUS MINUTES APPROVED	Minutes of the last regular meeting, held on May 10, 2016, 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 May totaled \$335,702.78. 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 May 2016. A copy of the report is on file.
ALDERMANIC REPORT	No report provided.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during May 2016. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during May 2016. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during May 2016. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Pritzlaff reported engineering operations during May 2016. A copy of the report is on file.

MANAGER'S
REPORT

General Manager Sullivan informed the Commission of his meeting with the DOT. Starting in the fall of 2017, work will begin on the Ryan Road interchange, the Elm Road interchange, replacement of the Oakwood Road bridge, and the construction of the main interstate from Oakwood Road to south of Puetz Road.

PROJECT
APPROVALS

Award S. 15th Avenue Water Main Extension Project:
Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the S. 15th Avenue Water Main Extension project and award a construction contract to the lowest responsive, responsible bidder, Willkomm Excavating & Grading, Inc., based on the bid amount of \$282,561.75. Roll call vote, all voted aye.

MISCELLANEOUS
MATTERS

Amendment #2 to the Professional Services Agreement with CDM Smith:
Commissioner Siepert, with Commissioner Siira seconding, made the motion to authorize the Utility Engineer to amend the existing professional services agreement with CDM Smith in producing a water demand forecast for the CT Tank Compliance project as ordered by the Public Service Commission of Wisconsin (PSC) in the not to exceed amount of \$40,000.00. Roll call vote, all voted aye.

Amendment #1 to the Professional Service Agreement with Baxter & Woodman-GIS Optimization Project:
Commissioner Richards, with Commissioner Siira seconding, made the motion to authorize the Utility Engineer to amend the existing professional services agreement with Baxter & Woodman in optimizing the GIS system in the not to exceed amount of \$4,800.00. Roll call vote, all voted aye.

CLOSED
SESSION

The meeting went into closed session at 10:11 a.m. 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:

A. CT Tank Compliance Project

Roll call vote, all voted aye.

Commissioner Siepert, with Commissioner Siira seconding, made the motion to reconvene into open session at 11:11 a.m. 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 11:12 a.m. Roll call vote, all voted aye.



Edward G. Siira, Chairman

7-12-16



Gerald H. Wille, Secretary

06-14-16