

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, MARCH 8, 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 February 9, 2016, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote, all voted aye.
CHANGE ORDER NO. 1-SOUTH 27 TH STREET HYDRANT RELOCATION/WATER MAIN RELAY PROJECT	Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve Change Order No. 1 South 27 th Street Hydrant Relocation/Water Main Relay Project (Project 15101) to MJ Construction, Inc. in the amount of \$80,365.64. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the final project payment for the South 27 th Street Hydrant Relocation/Water Main Relay Project (Project 15101) to MJ Construction, Inc. in the amount of \$98,282.54. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during February totaled \$543,450.08. Commissioner Wille, 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 February, 2016. A copy of the report is on file.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during February 2016.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during February 2016. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during February 2016. A copy of the report is on file.

ADMINISTRATIVE
OPERATIONS
REPORT

Accounting Supervisor Stenzel reported administrative operations during February 2016. A copy of the report is on file.

ENGINEERING
OPERATIONS
REPORT

Utility Engineer Pritzlaff reported engineering operations during February 2016. A copy of the report is on file.

MANAGER'S
REPORT

General Manager Sullivan informed the Commission that he is currently working with the Municipal Environmental Group (MEG) on re-writing the PSC 185 "Standards for Water Public Utility Service" rules specifically the Construction and Operations section.

He also attended the DNR water industry meeting in Madison.

PROJECT
APPROVALS

5th Avenue Water Main Extension Construction Contract Award:
Commissioner Richards, with Commissioner Gehl seconding, made the motion to approve the 5th Avenue Water Main Extension Project (Project 16103) and award a construction contract to the lowest responsive, responsible bidder, American Sewer Services, Inc. based on the bid amount of \$117,830.00. Roll call vote, all voted aye.

MISCELLANEOUS
MATTERS

Gate Opener Replacement Headquarters Bids:
Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve the gate opener replacement for the two gates at the headquarters building by Munson, Inc. based on the bid amount of \$10,489.00. Roll call vote, all voted aye.

Hydrant Painting Bids:
Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the painting of 220 hydrants in the year 2016 from Davies Services in the amount of \$24,500.00. Roll call vote, all voted aye.

Verizon-Cellular Lease Amendment at Sycamore Tower:
Commissioner Siepert, with Commissioner Siira seconding, made the motion to authorize the General Manager to execute the lease amendment with Verizon-Cellular Lease at Sycamore Tower. Roll call vote, all voted aye.

CLOSED
SESSION

The meeting went into closed session at 10:00 am with a motion by Commissioner Siira, 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 Siira, with Commissioner Siepert seconding, made the motion to reconvene into open session at 11:38 am. Roll call vote, all voted aye.

No action was taken on this agenda item.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding, adjourned the meeting at 11:50 am. Roll call vote, all voted aye.



Edward G. Siira, Chairman



Gerald H. Wille, Secretary

03-08-16