

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, MARCH 14, 2017**

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 14, 2017, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote, all voted aye.

CLOSED SESSION The meeting went into closed session at 9:52 a.m. with a motion by Commissioner Siira, and a second by Commissioner Siepert, in accordance with Section 19.85 (1) (c), (e), and (g) of the Wisconsin State Statutes for the following purpose:

- A. Wholesale Water Sales to the City of Franklin
- B. Water Quality Improvement Project
- C. Waukesha Water Sales Agreement

Commissioner Wille, with Commissioner Siepert seconding, made the motion to reconvene into open session at 10:33 a.m. Roll call vote, all voted aye.

Commissioner Richards, with Commissioner Siepert seconding, made the motion to send an affirmative letter to the City of Franklin regarding wholesale water sales. Roll call vote: Richards, aye; Siepert, aye; Siira, aye; Gehl, aye; and Wille, nay.

No action was taken on the following agenda items: Water Quality Improvement Project and Waukesha Water Sales Agreement.

PROJECT APPROVALS Forest Hill Avenue Water Main Relay Contract Award: Commissioner Richards, with Commissioner Siepert seconding, made a motion to approve the Forest Hill Avenue Water Main Relay Project and award a construction contract to the lowest responsive, responsible bidder, UPI LLC based on the bid amount of \$265,747.20. Roll call vote, all voted aye.

Professional Services Agreement with Baxter & Woodman, Inc. for the 13th Street Hydrant Relocation Project (Design Only):
Commissioner Siepert, with Commissioner Siira seconding, made a motion to authorize the Utility Engineer to enter into an agreement with Baxter & Woodman, Inc. for providing professional services in delivering plans and specifications for the 13th Street Hydrant Relocation Project in the not to exceed amount of \$26,000.00. Roll call vote, all voted aye.

Professional Services Agreement with Strand, Inc. for General Water Main Design Services:
Commissioner Wille, with Commissioner Siepert seconding, made the motion to authorize the Utility Engineer to enter into an agreement with Strand, Inc. for providing general engineering services in the design of water main related projects in the 2017 Capital Improvement Plan in the not to exceed amount of \$110,000.00. Roll call vote, all voted aye.

SELLING OF
RETIRED HYDRANTS

Commissioner Siepert, with Commissioner Siira seconding, made the motion authorizing the Distribution Manager to sell retired hydrants at \$100.00 per unit. Roll call vote, all voted aye.

PRESENTATION BY
OAK
CREEK/FRANKLIN
SCHOOL DISTRICT
FOR THE
INSTALLATION OF
WATER MAIN AT
THE NEW
SECONDARY
SCHOOL

Commissioner Richards, with Commissioner Wille seconding, made the motion denying the request for installation of water main at the new secondary school. Roll call vote: Richards, aye; Wille, aye; Siepert, aye; Gehl, nay; and Siira, aye.

PROJECT PAYMENT
APPROVALS


Commissioner Gehl, with Commissioner Richards seconding, made the motion to approve payment to Willkomm Excavating in the amount of \$6,500.00. Roll call vote, all voted aye.

VOUCHER
APPROVAL

Vouchers incurred during February totaled \$391,489.32. Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve payment of all invoices reducing payment for Willkomm Excavating from \$7,064.04 to \$6,500.00. Roll call vote, all voted aye.

Commissioner Richards, with Commissioner Wille seconding, made the motion to approve payment to the City of Oak Creek in the amount of \$371,548.38. Roll call vote, all voted aye.

UTILITY INVESTMENTS	Accounting Supervisor Stenzel reported utility investments as of February 2017. 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 2017.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during February 2017. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Pritzlaff reported engineering operations during February 2017. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Schwartz reported distribution operations during February 2017. A copy of the report is on file.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during February 2017. A copy of the report is on file.
MANAGER'S REPORT	No manager's report this month.
ADJOURN	Commissioner Siepert, with Commissioner Siira seconding, adjourned the meeting at 11:02 a.m. Roll call vote, all voted aye.

 4/11/17

 Edward G. Siira, Chairman



 Gerald H. Wille, Secretary