

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, MARCH 12, 2019**

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 Johnston, Distribution Manager Schwartz, Plant Manager Robe and Accounting Supervisor Stenzel.

PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on February 12, 2019, 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 9:01 a.m. with a motion by Commissioner Siira, and a second by Commissioner Siepert, in accordance with Section 19.85 (1) (e) and (g) of the Wisconsin State Statutes for the following purpose:

A. Water Quality Improvement Project

Roll call vote, all voted aye.

Commissioner Siepert, with Commissioner Siira seconding, made the motion to reconvene into open session at 9:05 a.m. Roll call vote, all voted aye.

A. Water Quality Improvement Project
No action was taken on this agenda item.

PROJECT APPROVALS No action was taken on this agenda item.

EXCAVATOR APPROVAL Commissioner Wille, with Commissioner Siira, seconding made the motion to approve the staff-recommend bid for a Case Model CX80C Excavator with a Towmaster Trailer Model TC-24 from Miller Bradford & Risberg, Inc. at a cost of \$108,386.04. Roll call vote, all voted aye.

WATER TOWER CLEANING APPROVAL Commissioner Richards, with Commissioner Siira seconding, made the motion authorizing the cleaning of Howell and Sycamore Towers at a combined price of \$9,000.00 from Water Tower Clean and Coat, Inc. Roll call vote, all voted aye.

CELL TOWER
ESCROW POLICY

Commissioner Richards, with Commissioner Siira seconding, made the motion to create a policy for the agreement to pay cellular review fees. Roll call vote, all voted aye.

REPLACEMENT
FLUORIDE
METERING PUMP
AND MOTOR

Commissioner Richards, with Commissioner Wille seconding, made the motion to authorize the Plant Manager to purchase a replacement fluoride metering pump and motor from Energenecs in the amount of \$7,952.00 and to amend the CIP budget by the same amount. Roll call vote, all voted aye.

UCMR4 TESTING
LABORATORY
COSTS

Commissioner Richards, with Commissioner Siira seconding, made the motion to authorize the Plant Manager to contract with Northern Lakes Service for the required UCMR4 testing in the amount of \$8,276.80. Roll call vote, all voted aye.

TREATMENT PLANT
LOCKER ROOM
CHANGE ORDER
NO. 1

Commissioner Richards, with Commissioner Siepert seconding, made the motion to approve Change Order No. 1 for the Water Treatment Plant Locker Room Update Project (Project 18110) to William Sackerson Construction Co., Inc. in the amount of \$4,576.55. Roll call vote, all voted aye.

PROJECT PAYMENT
APPROVALS

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve Project Approval Payment No. 3 for the Sewer Rehabilitation Project (Project 17105) to Visu Sewer, Inc. in the amount of \$45,195.66. Roll call vote, all voted aye.

Commissioner Siira, with Commissioner Siepert seconding, made the motion to approve Project Approval Payment No. 2 for the Water Treatment Plant Locker Room Update Project (Project 18110) to William Sackerson Construction Co., Inc. in the amount of \$14,670.00. Roll call vote, all voted aye.

VOUCHER
APPROVAL

Vouchers incurred during February totaled \$406,865.82. 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 February, 2019. 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, 2019.

ADMINISTRATIVE
OPERATIONS
REPORT

Accounting Supervisor Stenzel reported administrative operations during February, 2019. A copy of the report is on file.

ENGINEERING
OPERATIONS
REPORT

Utility Engineer Johnston reported engineering operations during February, 2019. A copy of the report is on file.

DISTRIBUTION
OPERATIONS
REPORT

Distribution Manager Schwartz reported distribution operations during February, 2019. A copy of the report is on file.

PLANT
OPERATIONS
REPORT

Plant Manager Robe reported plant operations during February, 2019. A copy of the report is on file.


MANAGER'S
REPORT

General Manager Sullivan and Utility Engineer Johnston attended the West Shore Water Producers Association meeting and toured the Central Lake County Joint Action Water Agenda's (CLCJAWA) water treatment plant on March 7, 2019.

General Manager Sullivan informed the Commission that he will lead a team of national distribution system experts from across the country in the review of the Partnership for Safe Water Distribution System Optimization Report submitted by Fort Wayne, Indiana.

ADJOURN

Commissioner Siepert, with Commission Siira seconding, adjourned the meeting at 10:13 am. Roll call vote, all voted aye.



Kenneth A. Gehl, Chairman



Gerald H. Wille, Secretary

03-12-19