

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, MAY 8, 2018**

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

PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on April 10, 2018, 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
- B. Franklin Water Sales Agreement Extension

Commissioner Siira, with Commissioner Wille seconding, made the motion to reconvene into open session at 9:36 a.m. Roll call vote, all voted aye.

- A. Water Quality Improvement Project:  
No action was taken on this agenda item.
- B. Franklin Water Sales Agreement Extension:  
No action was taken on this agenda item.

PROJECT APPROVALS Project 18053 Rawson Avenue Business Center Public Utilities: Commissioner Wille, with Commissioner Siira seconding, made the motion to approve the Rawson Avenue Business Center Public Utilities developer-funded project. Roll call vote, all voted aye.

PROJECT PAYMENT APPROVAL Commissioner Richards, with Commissioner Gehl seconding, made the motion to approve Project Payment No. 1 for the Sanitary Rehab Project (Project 17105) to Visu-Sewer, Inc. in the amount of \$253,181.87. Roll call vote, all voted aye.

Commissioner Richards, with Commissioner Siira seconding, made the motion to approve Project Payment No. 1 for the South

13<sup>th</sup> Street Utility Modification Project (Project 18101) to Cornerstone Plumbing, LLC in the amount of \$91,773.50. Roll call vote, all voted aye.

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the Project Payment No. 1 for the Puetz Road Water Main Relay Project (Project 18102) to Wanasek Corporation in the amount of \$149,320.17. Roll call vote, all voted aye.

VOUCHER  
APPROVAL

Vouchers incurred during April totaled \$748,601.68. Commissioner Siira, 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 April 2018. A copy of the report is on file.

FINANCIAL  
STATEMENTS

Accounting Supervisor Stenzel presented the first quarter financial statements for Commission review.

ALDERMANIC  
REPORT

Commissioner Gehl updated the Commission and staff on operations occurring in the City during April 2018.

ADMINISTRATIVE  
OPERATIONS  
REPORT

Accounting Supervisor Stenzel reported administrative operations during April 2018. A copy of the report is on file.

ENGINEERING  
OPERATIONS  
REPORT

Utility Engineer Pritzlaff reported engineering operations during April 2018. A copy of the report is on file.

DISTRIBUTION  
OPERATIONS  
REPORT

Distribution Manager Schwartz reported distribution operations during April 2018. A copy of the report is on file.

PLANT  
OPERATIONS  
REPORT

Acting Plant Manager Robe reported plant operations during April 2018. A copy of the report is on file.

MANAGER'S  
REPORT

General Manager Sullivan informed the Commission that plans are currently being designed for updated restrooms and locker rooms at the treatment plant.

He also stated that the application due date for the Plant Manager position is May 18, 2018.

Due to a conflict with the AWWA ACE Conference, the next Commission meeting will be rescheduled to Tuesday, June 19, 2018.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding, adjourned the meeting at 10:30 a.m. Roll call vote, all voted aye.

 6/19/18  
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Edward G. Siira, Chairman

  
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Gerald H. Willé, Secretary

05-08-18