

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, SEPTEMBER 13, 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, and Accounting Supervisor Stenzel. Distribution Manager Schwartz was excused.
PREVIOUS MINUTES APPROVED	<p>Minutes of the last regular meeting, held on August 9, 2016, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote, all voted aye.</p> <p>Minutes of the last special meeting, held on August 16, 2016, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Wille. Roll call vote, Wille, aye; Siepert, aye; Richards, aye; and Siira, aye. Commissioner Gehl abstained from voting.</p>
PROJECT PAYMENT APPROVALS	<p>Commissioner Richards, with Commissioner Wille seconding, made the motion to approve the final project payment for the Rowan Estates Water Main Relay (Project 13105) to UPI LLC in the amount of \$50,561.36. Roll call vote, all voted aye.</p> <p>Commissioner Richards, with Commissioner Wille seconding, made the motion to approve progress payment #2 for the 15th Avenue Water Main Extension (Project 16104) to Willkomm Excavating and Grading, Inc. in the amount of \$114,122.55. Roll call vote, all voted aye.</p>
VOUCHER APPROVAL	<p>Vouchers incurred during August totaled \$1,990,052.27. Commissioner Siepert, with Commissioner Siira seconding, made the motion to approve payment of all invoices. Roll call vote, all voted aye.</p>
UTILITY INVESTMENTS	Accounting Supervisor Stenzel reported utility investments as of August 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 August 2016.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during August 2016. A copy of the report is on file.

DISTRIBUTION OPERATIONS REPORT	Engineer Pritzlaff reported distribution operations during August 2016 in Distribution Manager Schwartz's absence. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during August 2016. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Pritzlaff reported engineering operations during August 2016. A copy of the report is on file.
MANAGER'S REPORT	<p>General Manager Sullivan updated the Commission on Distribution Manager Schwartz's medical status.</p> <p>General Manager Sullivan and City Attorney Karls have been involved in ongoing efforts with AT&T to reach an updated cell phone lease agreement at the Howell Avenue tower.</p>
PROJECT APPROVALS	<p><u>20th Street Water Main and Sanitary Sewer Extension-Phase II:</u> Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the TIF-funded 20th Street Water Main and Sanitary Sewer Extension-Phase II project. Roll call vote, all voted aye.</p> <p><u>Drexel Ridge Water Main Extension:</u> Commissioner Richards, with Commissioner Siira seconding, made the motion to approve the developer-funded Drexel Ridge Water Main Extension project. Roll call vote, all voted aye.</p> <p><u>27th Street Sanitary Sewer Extension:</u> Commissioner Wille, with Commissioner Richards seconding, made the motion to approve the developer-funded 27th Street Sanitary Sewer Extension project. Roll call vote, all voted aye.</p>
MISCELLANEOUS MATTERS	<p><u>Professional Services Agreement-I94/Ryan Road Water Main Crossing:</u> Commissioner Richards, with Commissioner Wille seconding, made the motion to authorize the Utility Engineer to enter into an agreement with City Water LLC for providing professional services in the design of the I-94/Ryan Road Water Main Crossing project in the not to exceed amount of \$40,000.00 and to amend the capital budget by the same amount. Roll call vote, all voted aye.</p> <p><u>Purchase Replacement Raw Water Pump Motor:</u> Commissioner Richards, with Commissioner Siira seconding,</p>

made the motion to approve the recommended bid from L&S Electrical Inc. for the replacement of the raw water #7 electric motor in the amount of \$13,720.00. Roll call vote, all voted aye.

CLOSED
SESSION

The meeting went into closed session at 10:19 a.m. with a motion by Commissioner Siira, and a second by Commissioner Wille, in accordance with Section 19.85 (1) (g) of the Wisconsin State Statutes for the following purpose:

- A. CT Tank Compliance Project
- B. Waukesha Water Sales Agreement


Roll call vote, all voted aye.

Commissioner Siira, with Commissioner Gehl seconding, made the motion to reconvene into open session at 11:01 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 11:02 a.m. Roll call vote, all voted aye.

 10/14/16

Edward G. Siira, Chairman



Gerald H. Wille, Secretary

09-13-16