

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, SEPTEMBER 12, 2017**

ROLL CALL Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Richards, Gehl, 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 August 8, 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 9:48 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. Waukesha Water Sales Agreement

Commissioner Siira, with Commissioner Siepert seconding, made the motion to reconvene into open session at 10:49 a.m. Roll call vote, all voted aye.

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

PROJECT APPROVALS No action was taken on this agenda item.

SANITARY SEWER COMPLIANCE MAINTENANCE (CMAR) ANNUAL REPORT Distribution Manager Schwartz reported that the Utility received a grade of A for both the Financial Management and the Collection Systems for the Sanitary Sewer Compliance Maintenance Annual Report (CMAR) from the DNR. In addition, the DNR provided positive overall response regarding the efficient and effective manner the Utility utilizes to maintain and operate our collection system.

CHANGE ORDER 1: WELLS NO. 1 AND 3 Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve Change Order No. 1 to reroute water

ABANDONMENTS
AND RESERVOIR
DEMOLITION
PROJECT

main for the Wells No. 1 and 3 Abandonments and Reservoir Demolition project to Veit & Company, Inc. in the amount of \$16,608.00. Roll call vote, all voted aye.

PROJECT PAYMENT
APPROVAL

Commissioner Wille, with Commissioner Siepert seconding, made the motion to approve the Project Payment No. 1 for the 2017 Valve Cut-In Project (Project 17102) to CornerStone Plumbing, LLC in the amount of \$156,341.25. Roll call vote, all voted aye.

Commissioner Siira, with Commissioner Siepert seconding, made the motion to approve the Project Payment No. 1 for the Wells No. 1 and 3 Abandonments and Reservoir Demolition (Project 17104) to Veit & Company, Inc. in the amount of \$192,770.90. Roll call vote, all voted aye.

VOUCHER
APPROVAL

Vouchers incurred during August totaled \$2,282,129.55. Commissioner Siepert, with Commissioner Wille 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 August 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 August 2017.

ADMINISTRATIVE
OPERATIONS
REPORT

Accounting Supervisor Stenzel reported administrative operations during August 2017. A copy of the report is on file.

ENGINEERING
OPERATIONS
REPORT

Utility Engineer Pritzlaff reported engineering operations during August 2017. A copy of the report is on file.

Engineering Technician Niemi and GIS Technician Galewski presented the status of the mobile data tool development and implementation.

DISTRIBUTION
OPERATIONS
REPORT

Distribution Manager Schwartz reported distribution operations during August 2017. A copy of the report is on file.

PLANT
OPERATIONS
REPORT

Plant Manager Francis reported plant operations during August 2017. A copy of the report is on file.

MANAGER'S
REPORT


General Manager Sullivan informed the Commission that the Wisconsin Section of the AWWA Annual Meeting and Expo will be held in Wisconsin Dells September 20-22, 2017.

ADJOURN

Commissioner Siira, with Commissioner Siepert seconding, adjourned the meeting at 11:40 a.m. Roll call vote, all voted aye.



Edward G. Siira, Chairman



Gerald H. Wille, Secretary

09-12-17