

**MINUTES OF A REGULAR MEETING  
WATER AND SEWER UTILITY COMMISSION  
TUESDAY, AUGUST 9, 2011**

ROLL CALL	Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Gass, Gehl, and Simpson. Members of the Utility staff in attendance were: General Manager Yttri, Utility Engineer Sullivan, Plant Manager Francis, Distribution Manager Fairbanks and Accounting Supervisor Stenzel.
PREVIOUS MINUTES APPROVED	Minutes of the last regular meeting, held on July 12, 2011, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gass. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	Commissioner Gehl, with Commissioner Siepert seconding, made the motion to approve the progress payment for the Puetz Road Booster Station (Project 08101) to Ray Stadler Construction Co., Inc. in the amount of \$4,500.00. Roll call vote, all voted aye.  Commissioner Siepert, with Commissioner Gass seconding, made the motion to approve the progress payment for the Treatment Plant Expansion Project (Project 08100) to CD Smith Construction, Inc. in the amount of \$20,000.00. Roll call vote, all voted aye.  Commissioner Gehl, with Commissioner Simpson seconding, made the motion to approve the progress payment for the Treatment Plant and Low Lift Pump Station Standby Power (Project 11101) to Rasch Construction & Engineering, Inc. in the amount of \$104,841.00. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during July totaled \$1,017,037.59. Commissioner Siepert, with Commissioner Gass 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 July 31, 2011. A copy of the report is on file.
FINANCIAL STATEMENTS	Accounting Supervisor Stenzel presented the six-month financial statements for Commission review.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during July 2011. A copy of the report is on file.

DISTRIBUTION OPERATIONS REPORT	Distribution Manager Fairbanks reported distribution operations during July 2011. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during July 2011. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Sullivan reported engineering operations during July 2011. A copy of the report is on file.
MANAGER'S REPORT	General Manager Yttri discussed a letter from a resident expressing dissatisfaction regarding the transfer of payments to a lockbox in Chicago. The Commission will respond to this letter.
BOTTLED WATER PROJECT	General Manager Yttri updated the Commission on the bottled water project.
WATER RATE APPLICATION UPDATE	General Manager Yttri updated the Commission on the status of the water rate application.
DISCUSS WHOLESALE WATER SUPPLY TO WAUKESHA	No action was taken on this agenda item.
PROJECT RECOMMENDATIONS AND APPROVALS	<u>Discuss Revised Costs for the 5<sup>th</sup> Avenue Sewer Petition:</u> No action was taken on this agenda item.
PROJECTS IN PROGRESS	Utility Engineer Sullivan reported the construction status of water and sewer projects as of July 31, 2011.
MISCELLANEOUS MATTERS	<u>Executive Session:</u> The meeting went into executive session at 9:05 a.m. with a motion by Commissioner Siepert, and a second by Commissioner Gehl in accordance with Section 19.85 (1)(d) and (e) of the Wisconsin State Statutes for the following purpose: <ul style="list-style-type: none"> <li>• Discuss the Utility's negotiating position regarding its collective bargaining agreement</li> <li>• Discuss the Utility Vulnerability Assessment</li> </ul> <p>All were in favor.</p> <p>Commissioner Siepert, with Commissioner Gehl, made the motion to go out of executive session at 10:00 am. All were in</p>

favor.

No action was taken on these agenda items.

ADJOURN

Commissioner Siepert, with Commissioner Gass seconding, made a motion to adjourn the meeting at 10:55 a.m. Roll call vote, all voted aye.

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Gerald H. Wille, Chairman

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Fredrick R. Siepert, Secretary

08-09-11