

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, FEBRUARY 8, 2011**

ROLL CALL	Present at the 9:00 a.m. beginning were: Commissioners Wille, Burnside, Siepert, Gass, and Gehl. Members of the Utility staff in attendance were: General Manager Yttri, Utility Engineer Sullivan, Distribution Manager Fairbanks and Accounting Supervisor Stenzel. Plant Manager Francis was excused.
PREVIOUS MINUTES APPROVED	Minutes of the last regular meeting, held on January 11, 2011, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Burnside. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	No action was taken on this agenda item.
VOUCHER APPROVAL	Vouchers incurred during January totaled \$585,202.45. Commissioner Gehl, with Commissioner Burnside 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 January 31, 2011. A copy of the report is on file.
PLANT OPERATIONS REPORT	Utility Engineer Sullivan, in Plant Manager Francis' absence, reported plant operations during January 2011. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Fairbanks reported distribution operations during January 2011. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during January 2011. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Sullivan reported engineering operations during January 2011. A copy of the report is on file.
MANAGER'S REPORT	General Manager Yttri informed the Commission that its June meeting needed to change to June 7, 2011, as a result of a conflict with the Annual AWWA Conference. Moody's will be conducting an on-site tour of our facilities on February 11, 2011.

The DNR recently informed the Utility that we may qualify for a low interest rate loan from the Safe Drinking Water Program to finance a portion of the recent treatment plant expansion.

General Manager Yttri displayed the plaque honoring the Utility's participation in the Distribution System Optimization Program recognizing our commitment to superior water quality and enhanced system reliability as a charter member in the American Water Works Partnership for Safe Water Program.

**BOTTLED
WATER
PROJECT**

No action was taken on this agenda item.

**DISCUSS UTILITY
STRATEGIC PLAN**

Commissioner Siepert, with Commissioner Burnside seconding, made the motion approving Utility Strategies as developed by the Utility Strategic Planning Committee. Roll call vote, all voted aye.

**DISCUSS JOINT
UTILITY/CITY
ECONOMIC
DEVELOPMENT
INVESTMENT**

No action was taken on this agenda item.

AWARD TRUCK BIDS

Commissioner Siepert, with Commissioner Gass seconding, made the motion to award the 2011 pick-up truck purchase to the lowest responsive, responsible bidder, Bob Fish GMC based on the bid amount of \$14,159.81. Roll call vote, all voted aye.

Commissioner Burnside, with Commissioner Siepert seconding, made the motion to award the 2011 mid-size 4 x 4 pick-up truck purchase to the lowest responsive, responsible bidder, Bob Fish GMC based on the bid amount of \$15,174.79. Roll call vote, all voted aye.

**AWARD
GENERATOR
PURCHASE**

Commissioner Siepert, with Commissioner Gehl seconding, made the motion to award the electrical generator purchases to the lowest responsive, responsible bidder, FABCO, Inc. based on the bid amount of \$829,123.00 for two generators. Roll call vote, all voted aye.

**APPROVAL FOR
PLANT OPERATOR
MUSCHINSKI TO
ATTEND THE
NATIONAL TOP OPS
COMPETITION**

Commissioner Burnside, with Commissioner Gass seconding, made the motion to approve the time for Plant Operator Muschinski to attend and compete at the National Top Ops Competition. Roll call vote, all voted aye.

PROJECT
RECOMMENDATIONS
AND APPROVALS

No action was taken on this agenda item.

PROJECTS IN
PROGRESS

No action was taken on this agenda item.

MISCELLANEOUS
MATTERS

No action was taken on this agenda item.

ADJOURN

Commissioner Burnside, with Commissioner Siepert seconding, made a motion to adjourn the meeting at 10:06 a.m. Roll call vote, all voted aye.

Gerald H. Wille, Chairman

Fredrick R. Siepert, Secretary

02-08-11