

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, MAY 10, 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 April 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 Gass 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 \$40,456.80. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during April totaled \$644,745.10. Commissioner Siepert, with Commissioner Gehl 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 30, 2011. A copy of the report is on file.
FINANCIAL STATEMENTS	Accounting Supervisor Stenzel presented the first quarter financial statements to the Commission.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during April 2011. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Fairbanks reported distribution operations during April 2011. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during April 2011. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Sullivan reported engineering operations during April 2011. A copy of the report is on file.

MANAGER'S REPORT	General Manager Yttri informed the Commission that Mayor Bolender has reappointed Alderman Ken Gehl to the Board of Water Works and Sewer Commission.
BOTTLED WATER PROJECT	No action was taken on this agenda item.
SCADA RADIO EQUIPMENT PURCHASE	Commissioner Siepert, with Commissioner Simpson seconding, made the motion to approve the purchase of SCADA radio equipment from Twin City Industrial Control in the amount of \$24,902.60. Roll call vote, all voted aye.
APPROVE CONVENTIONAL WATER RATE APPLICATION	Commissioner Siepert, with Commissioner Simpson seconding, authorized staff to submit a conventional rate application for a 19% increase to the Public Service Commission. Roll call vote, all voted aye.
PROJECT RECOMMENDATIONS AND APPROVALS	<u>5th Avenue Sewer Petition:</u> Commissioner Siepert, with Commissioner Gass seconding, made the motion to approve the sewer petition for 5 th Avenue. Roll call vote, all voted aye.
PROJECTS IN PROGRESS	No action was taken on this agenda item.
MISCELLANEOUS MATTERS	No action was taken on this agenda item.
ADJOURN	Commissioner Siepert, with Commissioner Gass seconding, made a motion to adjourn the meeting at 10:45 a.m. Roll call vote, all voted aye.

Gerald H. Wille, Chairman

Fredrick R. Siepert, Secretary

05-10-11