

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

ROLL CALL	Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Gass, and Gehl. Members of the Utility staff in attendance were: General Manager Ytri, Utility Engineer Sullivan, Plant Manager Francis, Distribution Manager Fairbanks and Accounting Supervisor Stenzel.
PREVIOUS MINUTES APPROVED	Minutes of the last regular meeting, held on October 11, 2011, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gass. Roll call vote, all voted aye.
CHANGE ORDER NO. 2 TO STANDBY GENERATION CONSTRUCTION CONTRACT	Commissioner Siepert, with Commissioner Gass seconding, made the motion to approve Change Order No. 2 to the Water Treatment Plant and Low Lift Pump Station Standby Power construction contract (Project 11101) with Rasch Construction increasing the contract by \$13,888.00 and to authorize the Utility Engineer to execute the change order. 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 Water Treatment Plant and Low Lift Pump Station Standby Power (Project 11101) to Rasch Construction & Engineering, Inc. in the amount of \$111,810.60. Roll call vote, all voted aye. Commissioner Gehl, with Commissioner Gass seconding, made the motion to approve the progress payment for the Fitzsimmons Road Water and Sewer (Project 11102) to The Wanasek Corporation in the amount of \$87,651.75. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during October totaled \$1,049,860.21. 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 October 31, 2011. A copy of the report is on file.
2012 UTILITY OPERATING BUDGET	Commissioner Gass, with Commissioner Siepert seconding, made the motion approving the 2012 Operating Budget as prepared and presented by Accounting Supervisor Stenzel. Roll call vote, all voted aye.

PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during October 2011. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Fairbanks reported distribution operations during October 2011. A copy of the report is on file.
ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during October 2011. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Sullivan reported engineering operations during October 2011. A copy of the report is on file.
MANAGER'S REPORT	The December Commission meeting and plant tour will be held on December 13, 2011, at 9:00 am at the Oak Creek Water and Sewer Utility Treatment Plant.
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 WHOLESAL WATER SUPPLY TO WAUKESHA	General Manager Yttri updated the Commission on the status of the wholesale water supply to Waukesha.
APPROVE CLAIRE BAIE BRAND PURCHASE AGREEMENT	Commissioner Gehl, with Commissioner Siepert seconding, made the motion to authorize the General Manager to enter into a Claire Baie Brand Purchase Agreement with WIT Beverage Company. Roll call vote, all voted aye.
APPROVE DISTRIBUTION VEHICLE REPLACEMENT	Commissioner Gass, with Commissioner Siepert seconding, made the motion to approve the purchase of a 2012 Dodge Ram Cargo van from Griffin's Hub CJD in the amount of \$20,868.00 to replace the vehicle totaled in the September 15, 2011 traffic accident. Roll call vote, all voted aye.
A T & T CELL PHONE ANTENNA PROPOSAL	No action was taken on this agenda item.

TREATMENT PLANT
FINANCING
RECOMMENDATION

Commissioner Siepert, with Commissioner Gass seconding, made the motion to recommend to the Common Council that they approve the issuance of \$5,889,583 of Waterworks Systems Revenue Bonds at 2.2% interest, through the State of Wisconsin Safe Drinking Water Loan Program, which will be used to redeem \$6,000,000 of Waterworks System Revenue Bond Anticipation Notes due December 1, 2011. Roll call vote, all voted aye.

PROJECT
RECOMMENDATIONS
AND APPROVALS

Drexel Avenue Water & Sewer Main Replacement Project:
Commissioner Gehl, with Commissioner Siepert seconding, made the motion to approve the city funded project. Roll call vote, all voted aye.

Approve Sanitary Sewer Service Connection Agreement –
8460 South 20th Street:

Commissioner Gass, with Commissioner Gehl seconding, made the motion to approve the sanitary sewer service connection agreement for 8460 South 20th Street (Tax Kay No. 830-9018). Roll call vote, all voted aye.

Drexel Avenue Interchange Cost Sharing Agreement with DOT:
Commissioner Gass, with Commissioner Siepert seconding, made the motion to approve the cost sharing agreement with the DOT, conveyance of rights, and temporary construction easements and authorize the General Manager to sign the agreements. Roll call vote, all voted aye.

Drexel Avenue Interchange Water and Sewer Main Relocations:
Commissioner Gehl, with Commissioner Gass seconding, made the motion to approve the sanitary sewer service connection agreement for 7365 South Howell Avenue. Roll call vote, all voted aye.

PROJECTS IN
PROGRESS

Utility Engineer Sullivan reported the construction status of water and sewer projects as of October 31, 2011.

MISCELLANEOUS
MATTERS

Executive Session:

The meeting went into executive session at 11:12 a.m. with a motion by Commissioner Gehl, and a second by Commissioner Siepert in accordance with Section 19.85 (1)(c) of the Wisconsin State Statutes for the following purpose:

- Discuss the implementation of wage and benefit modifications effective 1/1/12.

Roll call vote, all voted aye.

Commissioner Siepert, with Commissioner Gehl seconding, made the motion to go out of executive session at 12:15 pm. Roll call

vote, all voted aye.

No action was taken on this agenda item.

ADJOURN

Commissioner Siepert, with Commissioner Gass seconding, made a motion to adjourn the meeting at 12:16 p.m. Roll call vote, all voted aye.

Gerald H. Wille, Chairman

Fredrick R. Siepert, Secretary

11-08-11