

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, SEPTEMBER 13, 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 August 9, 2011, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gass. Roll call vote, all voted aye.
STANDBY POWER CONTRACT CHANGE ORDER	Commissioner Gehl, with Commissioner Simpson seconding, made the motion to approve Change Order No. 1 to the Water Treatment Plant and Low Lift Pump Station Standby Power construction contract with Rasch Construction increasing the contract by \$17,145.14, and to authorize the Utility Engineer to execute the change order. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVALS	Commissioner Siepert, with Commissioner Gass seconding, made the motion to approve the progress payment for the Well #1 and Well #4 Abandonment (Project 11104) to Water Well Solutions Service Group in the amount of \$9,120.00. Roll call vote, all voted aye. Commissioner Gass, 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 \$199,125.90. Roll call vote, all voted aye.
VOUCHER APPROVAL	Vouchers incurred during August totaled \$1,850,001.85. 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 August 31, 2011. A copy of the report is on file.
PLANT OPERATIONS REPORT	Plant Manager Francis reported plant operations during August 2011. A copy of the report is on file.
DISTRIBUTION OPERATIONS REPORT	Distribution Manager Fairbanks reported distribution operations during August 2011. A copy of the report is on file.

ADMINISTRATIVE OPERATIONS REPORT	Accounting Supervisor Stenzel reported administrative operations during August 2011. A copy of the report is on file.
ENGINEERING OPERATIONS REPORT	Utility Engineer Sullivan reported engineering operations during August 2011. A copy of the report is on file.
MANAGER'S REPORT	General Manager Yttri informed the Commission that the Wisconsin Water Association annual conference will be held the week of September 19 th .
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	General Manager Yttri and Utility Engineer Sullivan will meet with Waukesha Water Utility Manager Duchniak next week to discuss wholesale water issues.
PROJECT RECOMMENDATIONS AND APPROVALS	<p><u>Discuss Revised Costs for the 5th Avenue Sewer Petition:</u> Commissioner Siepert, with Commissioner Gass seconding, made the motion to deny the 5th Avenue Sewer Petition. Roll call vote, all voted aye.</p> <p><u>Award Fitzsimmons Water and Sewer Project:</u> Commissioner Gehl, with Commissioner Siepert seconding, made the motion to approve the Fitzsimmons Road Water and Sewer project and award a construction contract to the lowest responsive, responsible bidder, The Wanasek Corporation, based on the bid amount of \$240,581.00. Roll call vote, all voted aye.</p> <p><u>Sanitary Sewer Service Connection Agreement 10047 S. Chicago Road:</u> Commissioner Gass, with Commissioner Siepert seconding, made the motion to approve the sanitary sewer service connection agreement for 10047 S. Chicago Road. Roll call vote, all voted aye.</p>
PROJECTS IN PROGRESS	Utility Engineer Sullivan reported the construction status of water and sewer projects as of August 31, 2011.
MISCELLANEOUS MATTERS	<p><u>Executive Session:</u> The meeting went into executive session at 10:25 a.m. with a</p>

motion by Commissioner Siepert, and a second by Commissioner Simpson 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.

All were in favor.

Commissioner Gass, with Commissioner Siepert, made the motion to go out of executive session at 11:37 am. All were in favor.

No action was taken on this agenda item.

ADJOURN

Commissioner Siepert, with Commissioner Gehl seconding, made a motion to adjourn the meeting at 11:38 a.m. Roll call vote, all voted aye.