

**JOINT MEETING OF THE MARINETTE WATER & WASTEWATER UTILITIES  
COMMISSIONS**

**\*\*\*\*CITY HALL CONFERENCE ROOM 214\*\*\*\*  
1905 Hall Avenue Marinette, WI 54143**

**Monday, May 21, 2018 - 4:00pm**

1. Call the meeting to order: The meeting was called to order at 4:00 pm.
2. Roll Call: Present Commissioners K. Keller, E. Lang, J. Kolaszewski, B. Kopish, M. Shaffer, S. Lang, P. Noppenberg.  
  
Others Present: Jackie Miller, City of Marinette Finance Director, Mayor Genisot arrived at 4:20 pm.
3. Motion to approve the agenda: A motion was made by Commissioner M. Shaffer seconded by Commissioner B. Kopish. Motion carried.
4. Public Comment limited to 5 minutes: No public comment was made.
5. Nominations for and elections of Chairperson of Commission - the new Chairperson takes over as Presiding Officer: A motion was made by Commissioner M. Shaffer to elect Ken Keller as Chairperson, seconded by Commissioner S. Lang. Motion carried.
6. Nominations for and elections of Secretary of Commission: A motion was made by Commissioner S. Lang seconded by Commissioner S. Lang to elect Barb Kopish as Secretary seconded by Commissioner M. Shaffer. Motion carried.

**Water Utility Agenda Items:**

7. Approval of the Water Utility Bills paid: March 1, 2018 - March 31, 2018: A motion was made by Commissioner B. Kopish seconded by Commissioner E. Lang. Motion carried.
8. Approval of the Water Utility Bills paid: April 1, 2018 - April 30, 2018: A motion was made by Commissioner M. Shaffer seconded by Commissioner J. Kolaszewski. Motion carried.

**Wastewater Utility Agenda Items:**

9. Approval of the Wastewater Utility Bills paid: March 1, 2018 – March 31, 2018: A motion was made by Commissioner B. Kopish seconded by Commissioner S. Lang. Motion carried.
10. Approval of the Wastewater Utility Bills paid: April 1, 2018- April 30, 2018: A motion was made by Commissioner M. Shaffer seconded by Commissioner E. Lang. Motion carried.
11. Discussion and possible action regarding replacement of main building boiler: A motion was made by Commissioner S. Lang seconded by Commissioner B. Kopish to accept the quote from GPS Heating and Cooling to replace a main boiler at Wastewater Treatment Plant.
12. Discussion and possible action regarding Wastewater rate increase: A motion was made by Commissioner S. Lang seconded by Commissioner J. Kolaszewski to increase Wastewater rates .50 cents per 100 cubic feet. Along with discontinuing the summer sewer credit. New rate will be \$2.85 per 100 cubic feet. Motion carried.

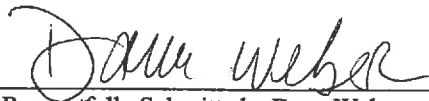
**Joint Utilities Agenda Items:**

Cc:(agenda w/encl.) S Genisot, Mayor; Operations Manager, Warren Howard ;City of Marinette Department Heads – J Sbar, City Attorney; L Bero, City Clerk; J Miller, Finance Director; B Miller, Public Works Director; (agenda only) Council Members, J.Heckel, Fire Chief; K Kostelecky, Recreation Director; Assessor; J Mabry, Chief of Police; EagleHerald; Peshtigo Times; Bay Cities Radio; City Hall Bulletin Board; Marinette Water Utility Plant


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13. Approval of the minutes of the March 19, 2018 Joint Water and Wastewater Utility Meeting: A motion was made by Commissioner M. Shaffer seconded by Commissioner J. Kolaszewski. Motion carried.
14. Civic System upgrade: A motion was made to upgrade to latest version of Civic Software (Connect) by Commissioner J. Kolaszewski seconded by Commissioner M. Shaffer. Motion carried.
15. Operations Manager Report: Operations Manager, Warren Howard reported the vaults are done for the master meter project. Valve for the water tower is in and will be replaced in July sometime. The clear wells have been inspected and passes this is done every 5 years. A hydrant on Riverside may need a valve to be fixed. Started directional flushing program on May 8<sup>th</sup>, this is the first year for this program.
16. Business Manager Report: Business Manager, Dana Weber, reported the Auditors will be at City for a joint meeting on June 5<sup>th</sup> to present the audit. The rate of return from the PSC report is 5.46% and the total water loss was 5%. We officially stopped running water on 4-7-2018. Cards and auto calls were made to notify customers. Handed out the 2017 Consumer Confidence Report.
17. Budget/overtime review: Review reports
18. Discussion of possible future agenda item: none at this time.
19. Motion to adjourn: A motion was made by Commissioner M. Shaffer seconded by Commissioner E. Lang. to adjourn at 5:10 pm. Motion carried.



Respectfully Submitted – Dana Weber  
Business Manager



B. Kopish – Secretary