

CITY OF FRANKLIN  
BOARD OF WATER COMMISSIONERS  
JANUARY 21, 2014  
MEETING MINUTES

TIME AND PLACE  
OF MEETING:

Acting Chairman Leary called the regular meeting of the Franklin Board of Water Commissioners to order at 5:15 p.m., on January 21, 2014 at Franklin City Hall, 9229 W. Loomis Road, Franklin, Wisconsin.

Present at this regular meeting were Commissioners Peterson, Graef and Schubilske. Also present were Manager Bennett, Assistant Manager Romeis, Superintendent Roberts and Consultant Kaempfer. Commissioners Grobner and Bate were excused.

CITIZEN COMMENT AND  
CORRESPONDENCE:

A. LETTER FROM SANDRA GRZESKOWIAK. THE BOARD OF WATER COMMISSIONERS MAY ENTER CLOSED SESSION PURSUANT TO WIS. STATS. 19.85(1)(f) TO DISCUSS LETTER FROM SANDRA GRZESKOWIAK RE: WATER USAGE ON 3<sup>RD</sup> QUARTER BILL AND TO REENTER OPEN SESSION AT THE SAME PLACE THEREAFTER TO ACT ON SUCH MATTERS DISCUSSED AS IT DEEMS APPROPRIATE:

Commissioner Schubilske moved to enter closed session at 5:16 p.m. pursuant to Wis. Stats. 19.85(1)(f) to discuss letter from Sandra Grzeskowiak re: water usage on 3<sup>rd</sup> quarter bill. Seconded by Commissioner Peterson. Upon reentering open session at 5:24 p.m., Commissioner Graef moved to deny request for an adjustment on bill. Seconded by Commissioner Schubilske. Motion carried.

Commissioner Schubilske moved to adopt a one-time waiver policy on late penalty fees when resident claims bill was not received and moved to waive Ms. Hamilton's late fees. Seconded by Commissioner Peterson. Motion carried.

B. EMAIL FROM LORI HAMILTON RE: LATE CHARGE/PENALTY POLICY:

MINUTES APPROVED:

Commissioner Graef moved to approve the minutes of the December 17, 2013 meeting. Seconded by Commissioner Schubilske. Motion carried.

VOUCHER LIST/FINANCIAL  
STATEMENTS:

Commissioner Graef moved to approve the Vouchers for January, 2014 in the amount of \$273,014.52. Seconded by Commissioner Schubilske. Motion carried.

REPORTS ON WATER SYSTEM  
PERFORMANCE:

Manager Bennett reported all is going well.

The Board discussed the “HomeServe” insurance letter residents may have received. Manager Bennett passed out a copy of a memo that was written by staff as a response to inquiries received back in April, 2013. No action will be taken other than to direct inquiries to the Better Business Bureau.

Manager Bennett reported that road construction on S. 27<sup>th</sup> Street is planned for 2015 and S. 76<sup>th</sup> Street this year. It will be the Utility’s responsibility to move/alter facilities. He will work with Director of Finance & Treasurer Rotzenberg to make sure that money is built into our financial responsibilities.

Superintendent Roberts reported the operations are going well. The SCADA System update is nearing completion.

OLD BUSINESS

PROPOSED SEWER/WATER  
BUILDING – DESIGN AGREEMENT:

Manager Bennett reported that the agreement is on tonight’s Common Council agenda for approval.

RELAY OF WATER MAIN ON  
SCEPTER CIRCLE:

Assistant Manager Romeis discussed the Scepter Circle work and provided updated numbers. Surrounding communities were surveyed; none assess for relays.

CLOSE OUT OF WATER TOWER  
BILL:

Manager Bennett will be processing the final payment to the contractor this week.

WATER ACCOUNTABILITY  
STUDY:

Manager Bennett described a plan to plot past water leaks/breaks by subdivision and age to better predict future leaks/breaks.

ADJOURNMENT:

Commissioner Schubilske moved to adjourn the meeting at 5:59 p.m. Seconded by Commissioner Graef. Motion carried.

Respectfully submitted,

Shari Gilmeister  
Recording Secretary  
Board of Water Commissioners