

CITY OF FRANKLIN
BOARD OF WATER COMMISSIONERS
NOVEMBER 19, 2013
MINUTES

TIME AND PLACE
OF MEETING:

Chairman Grobner called the regular meeting of the Franklin Board of Water Commissioners to order at 5:15 p.m., on November 19, 2013 at Franklin City Hall, 9229 W. Loomis Road, Franklin, Wisconsin.

Present at this regular meeting were Commissioners Grobner, Bate, Graef, Peterson and Schubilske. Also present were Manager Bennett, Assistant Manager Romeis, Superintendent Roberts, Director of Finance & Treasurer Rotzenberg and Consultant Kaempfer.

CITIZEN COMMENT AND
CORRESPONDENCE:

Reviewed and discussed correspondence. Board will develop specific criteria/guidelines to follow when granting a reduction on a water bill.

- A. LETTER FROM SANDRA GRZESKOWIAK
- B. LETTER FROM STEVE HALCOMB
- C. EMAIL FROM MLG
- D. LETTER FROM TORIANA RESIDENCE

Commissioner Schubilske moved to table Citizen Complaint A to the next meeting and direct staff to offer payment plans at their discretion to Complaints B-D, seconded by Commissioner Bate. Motion carried.

MINUTES APPROVED:

Commissioner Bate moved to approve the minutes of the October 15, 2013 meeting. Seconded by Commissioner Graef. Motion carried.

VOUCHER LIST/FINANCIAL
STATEMENTS:

Commissioner Schubilske moved to approve the Vouchers for November, 2013 in the amount of \$2,118,984.69. Seconded by Commissioner Peterson. Motion carried.

REPORTS ON WATER SYSTEM
PERFORMANCE:

Manager Bennett reported that SCADA and water tower work is complete.

Received an application from Waukesha for Oak Creek water. It is going to the DNR and then to the Great Lakes Commission. Review may take a couple of years for decision.

OLD BUSINESS

SCADA SYSTEM UPDATE:

Superintendent Roberts System indicated the update is now complete.

STATUS OF ST. MARTINS ROAD
WATER MAIN EXTENSION TO S.
CHAPEL HILL DRIVE:

Manager Bennett reported that problems with wetlands and Milwaukee County requirements were discovered. Council, based on staff recommendation, rejected bids. The project will be rebid in spring.

PROPOSED SEWER/WATER
BUILDING – DESIGN
AGREEMENT:

Manager Bennett reported that staff met with design consultants, Graef. Passed out copy of proposal for survey services.

Commissioner Bate moved to approve a proposal with Graef in the lump sum amount of \$5,600 for property survey services. Seconded by Commissioner Schubilske. Motion carried. Commissioner Graef abstained.

ABANDONMENT PLAN OF
WELLS:

Superintendent Roberts presented plans for Well No. 5 abandonment. Three contractors for various portions of the abandonment to provide quotes.

NEW BUSINESS

2013 NINE MONTH FINANCIAL
REPORTS:

Director of Finance & Treasurer Rotzenberg reviewed a nine month budget report. Indicated there was a small operating loss in the 3rd quarter. No concerns at this time. Consideration to potential cost to replacing of old water mains. Starting with Scepter Circle.

HIGH WATER USAGE
POSTCARD:

Superintendent Roberts reviewed and discussed a proposed postcard the Utility would send out to properties listed on the potential leak report.

WATER AUDITS AND LOSS
CONTROL PROGRAMS:

Manager Bennett suggested performing a water audit in 2014. It is believed it can be performed by staff. A program was developed with Federal funds so it is anticipated the program will become mandatory. Program doesn't find the leaks but indicates what they're costing and where they may be found.

GIS to be used to determine age of water lines, material of lines and leak locations.

ELECTION OF OFFICERS:

Commissioner Bate nominated Gary Grobner as Board Chairman. Seconded by Commissioner Graef. Motion carried unanimously. Commissioner Bate nominated Jim Schubilske as Board Secretary. Seconded by Commissioner Graef. Motion carried.

ADJOURNMENT:

Commissioner Peterson moved to adjourn the meeting at 6:37 p.m. Seconded by Commissioner Schubilske. Motion carried.

Respectfully submitted,

Shari Gilmeister
Recording Secretary
Board of Water Commissioners