1. Call the meeting to order: The meeting was called to order at 4:00 pm


   Others present: Jackie Miller, City Finance Director and John Liesveld, Eagle Herald

3. Motion to approve the agenda: A motion was made by Commissioner M. Shaffer, seconded by Commissioner P. Noppenberg. Motion carried.

4. Public Comment limited to 5 minutes on agenda items only: No public comment was made.

**Water Utility Agenda Items:**

5. Approval of the Water Utility Bills paid January 1, 2020-January 31, 2020: A motion was made by Commissioner M. Shaffer, seconded by Commissioner P. Noppenberg. Motion carried.

6. Discussion and possible action regarding postage machine: No action was taken on this item.

**Wastewater Utility Agenda Items:**

7. Approval of the Wastewater Utility Bills paid January 1, 2020- January 31, 2020: A motion was made by Commissioner B. Kopish, seconded by Commissioner M. Shaffer. Motion carried.

**Joint Utilities Agenda Items:**

8. Approval of the minutes of the January 20, 2020 Joint Water and Wastewater Utility Meeting: A motion was made by Commissioner B. Kopish, seconded by P. Noppenberg. Motion carried.

9. Operations Manager Report: Operations Manager Warren Howard reported 3 industries were sampled in February, the bio solids were sent to State Lab and Test America. The DNR (Department of Natural Resources) is getting close to an advisory number for bio solids. The water tower contract has been cancelled. We are currently looking at a contract for maintenance only. We are looking at the cost of purchasing leak testing equipment as the water loss number is being researched by staff. Warren is also working on Filling the open position recently due to a retirement.

10. Business Manager Report: Dana Weber reported she is currently working on the audit. We did not have to run water this year, no freeze ups

11. Budget/overtime review: Reviewed reports. 2020 budget number need to be entered into system so they show up on reports.


**Closed Session:**
CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WITH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY PURSUANT TO WISCONSIN STATUTES SEC.: 19.85 (1) (e), to-wit: performance evaluation/compensation for Water Utility Operations Manager and Business Manager.

Cc:(agenda w/excl.) 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; Eagle Herald; Peshtigo Times; Bay Cities Radio; City Hall Bulletin Board; Marinette Water Utility Plant
Pursuant to Wis. Stat. §19.85(2), the Water and Wastewater Utility Commission may reconvene in open session immediately after conclusion of the closed session to take action, if any, on any closed session agenda items. The Commission may also choose to adjourn in closed session.

The board went into closed session at 4:45 pm.

A motion was made by Commissioner S. Lang, seconded by B. Kopish for the board to reconvened into open session at 5:09pm.

A motion was made by Commissioner S. Lang, seconded by Commissioner P. Noppenberg to give Operations Manager Warren Howard a 4% raise and Business Manager Dana Weber a 3.5% raise effective (retro) January 1, 2020. Motion carried.

13. Motion to adjourn was made at 5:11 pm by M. Shaffer, seconded by Commissioner P. Noppenberg. Motion carried.

Respectfully Submitted – Dana Weber
Business Manager

B. Kopish - Secretary