

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

**\*\*\*\*CITY HALL COUNCIL CHAMBERS\*\*\*\*  
1905 Hall Avenue Marinette, WI 54143**

**Monday, February 21 2022 - 3:00 pm**

1. Call the meeting to order: The meeting was called to order at 3:00 pm
2. Roll Call: Present Commissioners K. Keller, M. Shaffer, K. West, R. Polzin, J. Zeratsky, T. Bero  
  
Excused: B. Kopish  
  
Others Present: Jackie Miller, City Finance Director, Mayor Genisot arrived at 3:15 p.m.
3. Motion to approve the agenda: A motion was made by Commissioner M. Shaffer, seconded by Commissioner T. Bero. Motion carried.
4. Public Comment limited to 5 minutes on agenda items only: No public comment was made.

**Water Utility Agenda Items:**

5. Presentation of the Water Utility invoices paid January 1, 2022-January 31, 2022: Reviewed paid invoice list.

**Wastewater Utility Agenda Items:**

6. Presentation of the Wastewater Utility invoices paid January 1 2022-January 31, 2022: Reviewed paid invoice list.

**Joint Utilities Agenda Items:**

7. Approval of the minutes of the January 17, 2022 Joint Water and Wastewater Utility Meeting: A motion was made by Commissioner K. West, seconded by Commissioner T. Bero. Motion carried.
8. Operations Manager Report: Warren Howard reported the water loss in January was due to two main breaks one by Park School by Owena Street and the other main break was reported on Garfield Street. The utility is currently researching leak detection equipment to locate possible main breaks. The bio solids project is moving forward. The equipment has been delivered and in the process of being assembled. Set up is scheduled for approximately two weeks to be up and running.
9. Business Manager Report: Dana Weber reported the office staff did a great job with the first disconnect in 2022. The utility was informed of a water assistance program for low income households. The information was provided to the residents up for disconnect. The auditors are scheduled for the week of March 7-11.
10. Budget review: Reviewed reports
11. Discussion of possible future agenda items: Tour of the wastewater plants new drying process.

**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) (c), to-wit: performance evaluation/compensation for Water Utility Operations Manager and Business Manager.**

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

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


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The board went into closed session at 3:22 pm. The motion was made by Commissioner M. Shaffer, seconded by Commissioner J. Zeratsky. Motion carried. Roll call was taken Commissioner K. Keller- yes, Commissioner M. Shaffer-yes, Commissioner K. West- yes, Commissioner R. Polzin- yes, Commissioner J. Zeratsky-yes, Commissioner T. Bero – yes.

The board reconvened at 3:43 pm. A motion was made by Commissioner R. Polzin to use the cities performance matrix and the consumer price index to adjust the salaries for the Operations Manager and the Business Manager retro effective January 1, 2022, seconded by Commissioner K. West. Motion carried.

12. Motion to adjourn: A motion was made by Commissioner M. Shaffer, seconded by Commissioner T. Bero to adjourn at 3:44 pm. Motion carried.

  
Respectfully Submitted – Dana Weber  
Business Manager

  
K. Keller - Chairman

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