

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

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

**Monday, February 22 2021 - 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, J. Kolaszewski, M. Shaffer, K. West, J. Zeratsky.  
Excused: B. Kopish, D. Anderson  
Others Present: Mayor Genisot, Jackie Miller, City Finance Director
3. Motion to approve the agenda: A motion was made by Commissioner M. Shaffer, seconded by Commissioner J. Kolaszewski. 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, 2021-January 31, 2021: A motion was made by Commissioner J. Zeratsky, seconded by Commissioner M. Shaffer. Motion carried.

**Wastewater Utility Agenda Items:**

6. Presentation of the Wastewater Utility invoices paid January 1 2021-January 31, 202: A motion was made by Commissioner M. Shaffer, seconded by Commissioner K. West. Motion carried.
7. Discussion and possible action regarding Waste Management contract: A motion was made to accept the 3 year leasing equipment contract by Commissioner M. Shaffer, seconded by J. Zeratsky. Motion carried.

**Joint Utilities Agenda Items:**

8. Approval of the minutes of the January 18, 2021 Joint Water and Wastewater Utility Meeting: A motion was made by Commissioner K. West, seconded by Commissioner J. Zeratsky. Motion carried.
9. Operations Manager Report: Warren Howard reported a major water main break was fixed on Cleveland Avenue Near 9<sup>th</sup> Street. The office has received a few calls to thaw services, currently the frost is only 3 feet in the ground. The residents have been thawed out, however a letter will be sent out to them that they need to address the issues in the near future.
10. Business Manager Report: Dana Weber reported she is working on the audit schedules for next month's audit. The office sent out 500 past dues last week. The utility is currently not disconnecting services due to non-payment or applying any late charges. April will be the first month the utility is able to disconnect unless the PSC notifies utility of any changes.
11. Budget/overtime review: Reviewed reports
12. Discussion of possible future agenda items: Update on wastewater bio solids project

The board went into closed session at 3:43 pm.

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 Mabry, Chief of Police; EagleHerald; Peshtigo Times; Bay Cities Radio; City Hall Bulletin Board; Marinette Water Utility Plant

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**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


The board reconvened into open session at 4:13 pm.

A motion was made by Commissioner J. Zeratsky, seconded by Commissioner J. Kolaszewski to give Operations Manager, Warren Howard a 4.5% raise. Motion carried.

A motion was made by Commissioner M. Shaffer, seconded by Commissioner J. Kolaszewski to give Business Manager Dana Weber a 3.5% raise, 2021. Motion carried.

A motion was made by Commissioner M. Shaffer, seconded by Commissioner K. West to make increases effective January 1, 2021. Motion carried.

13. Motion to adjourn: A motion was made by Commissioner M. Shaffer, seconded by Commissioner J. Kolaszewski. To adjourn at 4:14 pm. Motion carried.

  
Respectfully Submitted – Dana Weber  
Business Manager

  
K. Keller - Chairman