

MINUTES
City of New Berlin
Utility Committee Meeting
Tuesday September 28, 2010

Members Present: Alderman Harenda, Alderman Ament, Alderman Wysocki, Commissioner Bob Dude & Commissioner Jim Morrissey

Others Present: Rick Johnson (Utility Manager), Jim Hart (Utility Supervisor), Mayor Chiovatero, Attorney Mark Blum, Ralph Chipman (Finance Director), JP Walker (City Engineer) and Sue Hanley (Admin Supervisor Utilities & Streets)

Alderman Harenda called the meeting to order at 5:01 p.m. with roll call and declared a quorum with all members present except for Alderman Ament who was excused.

OLD BUSINESS

UT 01-10 Approval of Minutes from the August 24, 2010 Meeting

Motion by Alderman Wysocki to approve the minutes from the August 24, 2010 meeting. Seconded by Commissioner Morrissey and upon voting the motion passed unanimously with Alderman Ament abstaining.

UT 07-09 Discussion regarding the procedures used to authorize the payments of costs and fees for utility consultants and contractors

No action at this time.

UT 25-09 Milwaukee Water Utility rate application PSC contested case hearing – discussion and possible action

Alderman Harenda asked if there was anything new to discuss regarding UT 25-09. There was nothing so the Closed Session was omitted.

UT 15-10 Review, Discussion and Possible Action on how Utility Components in Roadway projects should be funded (tabled)

Harenda: We discussed this at the last WRM Committee meeting with respect to the same item.

Wysocki: If there is any action taken it will impact on the budget analysis and priorities for the WRM so I would appreciate if they discuss it as to what their thoughts are because based on our last discussion we were looking at the possibilities and justification if we do the roadways if it impacts a major water resource or stormwater item, it should be funded by the stormwater.

Harenda: It was discussed at the WRM Utility meeting and a formal motion will be conveyed to the Board of Public Works. You will have that information at your next meeting.

UT 16-10 MMSD Request to the WDNR to amend its 2020 Facilities Plan for sanitary sewer service to the southwest portion of Franklin and portions Muskego and New Berlin Discussion & Possible Action (tabled)

Harenda: You received an email from JP that this does not have a direct or indirect impact on the City of New Berlin. That was also in the newspaper today. I have no further action and I think it can be dropped from the agenda.

Motion by Alderman Ament to removed from the table. Seconded by Commissioner Morrissey and upon voting the motion passed unanimously.

Wysocki: My concern is in view of the fact that they have multiple overflows into Lake Michigan why would they want to expand when they can't handle what they are obligated to? If I read it correctly, they will be increasing the treatment facility. As a member, do we have to pay any portion of the work they do at the central location and processing of sewage?

Dude: We are subject to a capital charge and of the \$8,891,000 of our YTD expenditures, \$6,739,000 is disposal of capital. I think we get a pro-rata share of the infrastructure.

Harenda: I thought capital charges are related to things come out of New Berlin.

Chipman: The amount we pay to MMSD is made up of capital charges (almost \$4.9 mil) and some is the disposal charges which are approximately \$400,000/quarter. The capital charge is based on their tax rate x our equalized value. If they have increased costs for disposal, I would imagine it will some how filter through to us through the disposal charge. MMSD representatives will be meeting with us within a month to discuss our rates for next year.

Dude: The capital charge is not just for projects related to New Berlin, it is the whole piggy pile and they take our percentage of assessed value versus the whole thing and that is how we get charged.

Chipman: It is a complicated formula. Our equalized value in the district x the tax rate which equals their base charge. They deduct or add based on specific other projects. If they do work on the Root River which directly comes from us, we pay a percentage on it.

Wysocki: I think we should watch this. It concerns me and some of my constituents. It is a large area that will be expanded in Muskego and Franklin. The processing cost will be going up.

Motion by Alderman Wysocki to drop UT 16-10 from the agenda. Seconded by Commissioner Morrissey and upon voting the motion passed unanimously.

Morrissey: Can we have an agenda item next month after Ralph talks to MMSD on how this is charged?

UT 17-10 Discussion & possible action on Sprint proposal to renegotiate cell tower lease for
2620 Calhoun Rd Site

Harenda: At our last meeting we asked the City Attorney to pass along our comments. Do we need to leave this on the agenda?

Dude: The contract comes up at the end of the year based on what is on the report from the last meeting.

Blum: I don't have the contract with me, by I know the contract is ending soon. I had a conversation with the original rep then it was kicked up to a supervisor. I said the market right now is 5% and 15 year extension which is what your competitor signed and it seems like it was rather rich for their blood and they said they would have to talk to their client. We submitted this in writing, but I have not heard anything in several weeks.

Dude: The difference between what they wanted and what we offered is how they get paid.

Blum: I will confirm the date on this.

Motion by Alderman Wysocki to drop this item from the agenda. Seconded by Commissioner Dude and upon voting the motion passed 4 to 1 with Commissioner Morrissey voting no.

NEW BUSINESS

Information Utility Payables, Monthly Financials and Financial Statements

Mr. Dude explained the Budget vs. Actual report which he asked Ryan Bailey to provide because it is more accurate. He explained the accrued quarterly revenues based on quarterly billing on the Water Utility report. He said the savings on the purchased water was a result of the fact that we had anticipated

an increase in the cost of Milwaukee Water, but that is still being looked at by the PSC. The Sewer report reflected accrued quarterly revenues. Disposal plus capital is \$6.7 million. Disposal fee is paid quarterly, but the capital fee is paid in one chunk so 8/12 of the capital piece was used to more accurately reflect the actual budget. Both utilities are doing good.

Information: Change in Banking and Start Direct Payment

Chipman: We have been doing a comprehensive review of the banking charges and fees for the City and what we can do to reduce those. Right now there are separate accounts for water, sewer, city and payroll and there is no need for that. Shortly we will be starting direct payments for our customers. The application will be able to sign up with the City to have payments taken out of their account. There will also be FAQ's on the website to instruct them on how to set up this option. There is also a sample from Brookfield's budget which shows the number of Utility bills that they send out, similar to our 56,000 per year. They electronically process about 28% of their bills through ACH which is what we are proposing.

Harenda: How much money will we save?

Chipman: Currently it costs .037 per unit to pay by check versus .015 ACH direct payment unit charge. In the future we are looking to offer payment through our website to click and pay that way using credit cards. Currently we have \$10,000 per year bank fees for the utility so we will reduce that. This will save time opening checks and punching in the data and make us more efficient. If the PSC forces us to do monthly billing in the future, this will save us time too.

Dude: If you sent people an email bill or tell people where they could go online to get it, that would save money.

Chipman: We looked at that. If you do sign up for electronic payment there will be a note on your bill that you have signed up for electronic payment. Right now Munis can send out an email but it also would print out a paper document so we are looking at that. Not only does the bank have to be able to handle this, but also our accounting software.

UT 18-10 Award of Construction Contract for 2010 Sanitary Sewer Rehabilitation

Johnson: This project is ongoing I & I rehabilitation of the sewer with manhole replacements, grouting, sewer line replacement and repair. It will be all over the City since we have the major areas completed.

Wysocki: For the last 15 years we have committed tightening up our system. With this project, what percentage of the system has been looked at and have repairs been completed.

Johnson: Last year and this year we the amount we spent on sewer rehabilitation dropped because we have less work to do. In the next 10 years this will go down to maintenance or emergency repair. At this point we have approximately 60-70% of the system relined, repaired or grouted.

Wysocki: Are we also doing GPS work to track various locations.

Johnson: Every manhole and sewer line is numbered and we know the location.

Morrisey: We are going to line about 8,000 feet this year. How much will we be doing in the future? Do you see this amount of dollar amount and this amount of relining?

Johnson: It depends on our investigation as we televise. We have the major part of it done, especially in the industrial area. This is all residential. It will probably average between \$500,000-\$750,000 per year as maintenance.

Morrisey: How much of the city do we televise each year?

Johnson: We try to get half done each year. We evaluate everything that has a problem and set it up to do in the budget the next year. Most of the big leaks were concrete lines. We are getting into the area where the pipes are PVC and we see more lateral and manhole problems than anywhere else.

Morrisey: So 60-70% has been relined?

Johnson: It has either been lined, repaired or grouted.

Dude: In the last 10 years we budgeted \$9 million spent on I & I previous to this year. In order to show a positive budget we lowered the I & I in 2010 to \$500,000. I hear from MMSD that private interceptors need to be repaired by everyone but Milwaukee. How does the I & I work relate to what comes out of someone's house to the street?

Johnson: In the studies we did with flow monitoring, 80% of the infiltration is from the private laterals.

Dude: Cleaning up the private laterals would cut down on the flow but then we may not return enough flow to Lake Michigan. By doing this, we are lowering our flow, but there is stuff coming out of people's houses.

Johnson: We still have a lot of infiltration from residents. MMSD said they were going to provide funds for smoke testing and inspections.

Dude: Is there a ballpark figure of what percentage is us and what is private?

Johnson: It is hard to tell, but with televising we can see where the infiltration is.

Dude: Theoretically there is money in MMSD's budget that is available for private homeowners.

Johnson: Yes. It will be for smoke testing, televising laterals and looking at grants for giving people low cost money to repair laterals.

Chiovatero: At our annual meeting with MMSD 2 weeks ago they said the money was available for us to inspect private laterals to look for the leaks. I didn't know that 80% of our I & I is from private lines. They are providing some money in 2011 and it increases the following years, depending on what we find for testing. I am going to bring this to the Utility Committee meeting next month after I work with Rick.

Wysocki: About 8-9 years ago we went through a subdivision with this issue and it is not cheap. We have some homes built in the early 50's that have their sump pump lines hooked up to sewer.

Alderman Harenda said that they didn't want to get in the habit of bringing items from the Committee meeting to Council on the same night. He asked Mr. Johnson if they waited until the October Council meeting if it would be a problem. Mr. Johnson said no.

Ament: In the bids between the 3 vendors, there is only a difference of a few thousand dollars but there is a wide range of charges for the same item. Do the contractors put a priority on certain parts, let's say videotaping, do they do less of that or is their equipment newer?

Harenda: The engineer did look at it and recommended this.

Johnson: Some vendors don't have the equipment to do it and they have to subcontract or rent equipment which could account for some of the differences.

Motion by Alderman Wysocki to recommend to Common Council to approve the award of the Construction contract for Sanitary Sewer re-lining, replacement, manhole grouting, testing and sealing throughout the service area to the lowest responsive and responsible bidder, Visu-Sewer Clean & Seal Inc., in the amount of \$321,570.25 for a total project cost not to exceed \$355,570.25. Source of Funds: Wastewater Account 81001131.52030. Seconded by Commissioner Morrisey and upon voting the motion passed unanimously.

UT 19-10 Award of Contract for Demolition of Well # 5 Regal Manor Pumphouse

Johnson: This is to remove the underground reservoir and pumphouse building at 3900 Moorland Road. That was one of our radium wells and we haven't used the reservoir for about 25 years. We have abandoned the well and to keep in compliance with the DNR, we need to do this within 5 years. There is groundwater underneath the tank and we could not repair it.

Harenda: Do they smash it and fill it in?

Johnson: All the concrete from the reservoir has to be removed, then backfilled and compacted. The well has to be dug down 15 feet and the well casing cut off just in case someone builds there and puts in a basement.

Harenda: Is this a property like Well 11 that we have to sell back to the previous owner?

Johnson: It is our property.

Motion by Alderman Wysocki to recommend to Common Council to award the contract for Well No. 5 Regal Main Pump House Demolition to the lowest responsive and responsible bidder, Schaefer Snowplowing & Grading, LLC of Muskego, in the amount of \$30,882. Source of Funds: Water Utility Account # 09020000-183212. Seconded by Commissioner Dude and upon voting the motion passed unanimously.

Alderman Harenda asked that Items UT 20-10 and UT 21-10 be recorded verbatim.

UT 20-10 Request to add 7.72 acres of the property located at approximately 16385 W Small Road into the New Berlin Urban Sewer Service Area

Harenda: The next item is UT 20-10 Request to add 7.72 acres of the property located at approximately 16385 W Small Road into the New Berlin Urban Sewer Service Area. This was referred to us by the Common Council for recommendation by the Utility. The same thing is occurring at the Plan Commission level. This is similar to the request, JP you can add and Rick to, what we did for the New Berlin West addition and their sewer service area. Ah, this is for an existing addition to a facility in the Westridge Industrial Park, Buy Seasons. JP do you want to give us an overview?

Walker: In your packet you have a location map. The area of the expansion is really the triangle shaped portion that is just north of the existing Buy Seasons property. A portion of the expansion area will be on the existing property and then it will also go into the pie shaped triangular shaped parcel to the north. The existing sewer that was installed or extended as part of the original Buy Seasons development is positioned to provide service to this expansion area. As a matter of fact, a portion of the previously installed sewer will have to be abandoned because it would be located under the new expansion of the building. It will be shortened and there will be a lateral connection. We have looked at 5 years worth of flow data and Rick can add more detail to it. We don't see any impacts downstream. At one point we thought there was an impact at a liftstation, but we determined it came from a different source. Buy Season has no impact at the liftstation.

Harenda: In the past we asked for substantial detail for any of these requests coming forward and I believe this information has been conveyed to the committee. There is a representative here from the owner of Willow Tree Development if you have questions with respect to specifics, he is here to address those as well as staff. Any discussion?

Dude: Is there any connection fees that we get on this? Any payments on this at all?

Walker: No.

Dude: Because when we were going through Mill Valley when you hooked up there were fees that would go to the utility out there. Here there are no fees. Why is that?

Walker: Are you saying connection fees or impact fees? We don't collect impact fees anymore.

Dude: Well, Ralph just went away. Mill Valley at \$160 million dollars worth of build out would pick up by his numbers about \$800,000 for the Utility out there. Not ongoing quarterly fees, but front end fees of \$801,000. I don't know what we call them. I know we don't call them impact fees, we call them something else. Now that probably won't be our utility but still there are fees being charged to the people that are going to hook up out there.

Walker: That's the fees Muskego charges that are called RCA fees.

Dude: Yeah, RCA fees. We don't charge RCA fees.

Walker: No.

Dude: Why don't we?

Walker: That's a question for the City Attorney I believe.

Blum: If you recall this committee dealt with the issue of the impact fees previously and maybe a little history would be helpful to answer your question. Originally the City along with other municipalities charged a RCA or connection fee for sewer and water purposes. This is prior to the adoption of the impact fee statute. Once that statute was adopted the City decided to charge impact fees and so our RCA fee ordinance was amended to refer to impact fees as opposed to those connection fees. You still have the ability under the state statutes to charge a connection fee going forward; however, the way your ordinance is currently written it refers to those as impact fees as opposed to connection fees. So part of what we are doing as part of the ordinance change that we are doing is following up on your previous action to stop collecting the impact fees is to look at doing a connection fee going forward for sewer but for water purposes that can only be done through action by the PSC as part of your rate case to authorize that. That ordinance is still in the works to modify what we are currently doing in terms of the impact fee charges and to look at perhaps going back to a straight connection fee as opposed to an impact fee. The difference being the statutory authority for collection is different and in the impact fee arena you are looking at it solely being for capital costs and solely capital costs for accommodating new development. That was traditionally the rationale also for connection fees and reserve capacity assessment meaning that you would be collecting on the front end for potential capacity needs and so forth that the utility would have going forward in the future. So, in summary you had been collecting and RCA and connection fee for both sewer and water in the past. When the impact fee law came into play you modified those ordinances to refer to impact fees. This Committee as well as the Council took action to direct that we no longer collect the impact fees and we were directed to prepare an ordinance in that regard which I have done which we are looking at and reviewing at Staff level now, but the option that you would have before you would be to continue to collect connection fees as opposed to an impact fee in this arena, but that is still influx right now until the Council would take final action on this.

Dude: Then I got a two part question. If we approve recommending this tonight does that say that, because what you are telling me is that the connection fee is in limbo right now because nobody decided if we are going to do it or not, so if we approve this...

Blum: There is still RCA language in your existing ordinance, but it makes reference to impact fees as well. So I think what you would be doing is deleting the portion of that ordinance that refers to impact fees and you would continue to look at a connection fee instead which is based upon in the water case the size of the meter. When someone connects up you look at their water demands as the basis of that charge. So again it is somewhat influx because you haven't decided how you are going to amend that ordinance in light of the impact fee decision that you took, but there is still existing RCA language if you look in your current ordinance.

Dude: In few words, if we pass this tonight does that stop us from collecting hook up fees?

Blum: No.

Harenda: What he is saying, on this facility correct?

Dude: On this facility.

Blum: Because you have an existing ordinance still in place that requires a collection of those. It also contains an impact portion as well. I would say that what we are going to be doing is removing the impact fee reference as part of the ordinance, that's the change that's will be made, but that's the underlying RCA charge assuming that is the modification the Council ultimately adopts. If you did nothing today you still have the ordinance in place that requires the RCA connection, albeit in the impact fee context.

Dude: The second part of the question is what is the materiality. JP plus or minus 10 cents what are we talking about for this, what is this going to cost the Utility not worrying about paying for it, well the Utility is going to pay for it initially. What are we talking about?

Walker: Short answer I don't know. Residential I know what it is, but for manufacturing or industrial I am not sure it is based on a square foot basis?

Dude: I am not talking about the connection fee. To do this we are going to have to, you said where the building is now. Where they want to put the building is going to cover up the existing pipe so we are going to have to put in a new pipe or move the pipe or something like that.

Walker: Not we, the developer.

Dude: The developer.

Harenda: They are paying for it.

Walker: Not the Utility.

Dude: Oh, why was I supposed to know that. So right now it is not the Utility that's paying for this, this is the developer.

Walker: All improvements and demolitions that are required as part of this expansion are borne by the developer.

Dude: So our ongoing expenses are only maintenance and operations not capital costs. No pipe to run out there or anything like that?

Walker: There will be a water main extension paid for by the developer. There will be a sanitary sewer shortening paid for by the developer.

Dude: You mentioned you took a look at this and said there would be no downstream effects. If there would be downstream effects who would pay for that?

Walker: That would be our normal review here at the Committee level. That would be paid for by the developer.

Harenda: Similar to what we are doing with Mill Valley. We are trying to figure to the number who is going to be paying when the improvements go in, who benefits?

Dude: That gets a little cloudy.

Harenda: I know, I know.

Walker: This is the same issue as Alderman Harenda brought up as far as Ronald Reagan School went. There were upgrades required to a liftstation. They were required to pay for those upgrades. Since there is no upgrades required for this increased flow coming from Buy Seasons, there are no impacts at the Moorland Road liftstation.

Dude: The only impact is that you have less capacity in that particular basin, but on the other hand that is what the capacity is for so that's, I was just looking for the out of pocket cost on this thing which to me would relate to the hook up fees.

Harenda: The developer is bearing the cost. We still have the ability, to what you want to call it RCA or impact fees, we can still present that to the owner or developer at a later date. Is that what you are telling me?

Blum: That ordinance is still in place so you are still authorized to make that charge.

Harenda: Do we have to do that now or is that done later or...

Blum: It can be done at the time of connection and I believe if I am not mistaken is based on the size of the meter that they would have to put in.

Wysocki: Staff has reviewed this and within this sewer shed area we have the capacities as far as the Metropolitan Sewage District is concerned?

Walker: Yes.

Wysocki: Where does this action go? Does it go to Council or is this something we are going to send to the Plan Commission?

Walker: The Committee is required to send a report back to the Council. Typically what we have done in the past is the minutes from this meeting that get forwarded back to the Council.

Harenda: Plus any action or recommendation or motions we make.

Walker: Right.

Harenda: Ultimately the Common Council makes the final say over that but we have the Plan Commission and Utility. I think that is it.

Dude: The second question would be looking at the colored map, there is one that has a lot of green and you show where Buy Seasons is in the purple and I see some red. Is there any logic, I am talking of more of the 2nd piece than the 1st piece UT 21-10, that has been approved by MMSD long range plan. Has all that been approved by New Berlin also? In other words, there has got to be some fixed costs to put these applications in, I mean not to be smart we have legal fees, we have staff time to do this stuff. If we look out at the red area, would it not make sense to ask MMSD to reclassify the whole thing instead of just the piece that is being talked about now?

Harenda: That is a political question.

Dude: Silly me.

Walker: What you are referring to is the MMSD ultimate planning area, that's the red?

Ament: Yes.

Harenda: The discussion is and what the Council has directed in the past similar what we did for Reagan School and even New Berlin West is as requests come in with regard to expanding the ultimate sewer service area and bringing it into the current sewer service area we would like on a Utility basis to make sure that the infrastructure can take it. There is not going to be any undue costs or fees or impact, there is a recommendation back to the Council and we would like to have a firm plan in place to say what you are going to do with it that piece of property, not where I would like to extend the sewer service area and 10 years from now I might develop the property. You are saying piece by piece instead of just include it all. That is basically where the Council has set, I won't say precedent, but the direction that was given in the votes that were taken in the past. As these do come forward it may be piecemeal as we add sections. Some of these sections as they come forward like Section 35 which you are aware of may come in as pieces, it might come in as a whole section if one developer handles certain portions of that so. That is another thing that may come forward in the near future also.

Ament: In reviewing this I am taking it from Staff's standpoint, there is no objection by staff, there is nothing you see that would create a problem for the system or the Utility by approving this.

Walker: I see no problems.

Ament: Basically they are adding a bathroom area and a locker room as far as the sewage area is concerned.

Walker: Yeah, the issue that comes into play is when their wastewater facilities are made active because if they are building a building and they have a bathroom service and locker room but they don't have the adopted amendment to the New Berlin urban sewer service area or the MMSD current sewer area, they can't send flow to the sewer. So the option they may have is they would have to put in a holding tank as they did in the original building, but that is really a business decision that they would have to make. From what I understand is that they have no intention of using the bathroom or the locker area until they are in the service areas.

Ament: Their primary purpose is to get this section of the warehouse and their production going. The bathroom and the locker room are great but that is not their main concern at this point.

Walker: That is correct.

Ament: We are not holding them up and besides that when you are talking about this part of it, the New Berlin urban service area, assuming this recommendation is approved and goes to Council and Council approves it. That is pretty much it for that leg. It is the MMSD part of it that is going to take some time.

Walker: You have in your staff report the process that we go through and it was outlined on page 2 of the staff report. This is the same steps that we went through in previous amendments. New Berlin service area comes first, followed by adoption by MMSD of their amended service area.

Ament: And that is a somewhat lengthier process.

Walker: Yeah because you have quarterly meetings versus monthly meetings. It could be another 4 months down the road for that to occur.

Motion by Alderman Wysocki to recommend to the Common Council that the New Berlin Urban Sewer Service Area be amended to add 7.72 acres of the property located at approximately 16385 West Small Road into the New Berlin Urban Sewer Service Area and direct City Attorney to draft the appropriate resolution. Seconded by Alderman Ament and upon voting the motion passed unanimously.

During the motion Alderman Ament requested the phrase "direct City Attorney to draft the appropriate resolution." Alderman Harenda asked City Attorney if this was the correct phrase and if this should be added and he indicated that it was.

Ament: The reason that I wanted that in there is that as JP mentioned there is a time issue in getting this through SEWRPC and MMSD and they have quarterly I think it is meetings and if they miss that window they have to wait for the next quarter, so if we have no objections we want to accommodate them.

UT 21-10 Request to add 7.72 acres of the property located at approximately 16385 W Small Road into the MMSD Sewer Service Area

Harenda: The next item on the agenda, similar to the first. UT 21-10 request to add 7.72 acres of the property located at approximately 16385 W Small Road into the MMSD Sewer Service Area. This is similar to the last request but the last one was more internal for the City of New Berlin. This is required for what we have done before also.

Walker: I point you to page 2 of the staff report for you to look at the process that we have to go through. This is much more lengthy than New Berlin Sewer Service area process because there are more players that come into the approval process. The steps are pretty concise and they lay out the entire process.

Harenda: Are you looking for a separate resolution on this also?

Blum: My recollection is that what you did previously because it is independent, yeah.

Harenda: Separate processes. Any discussion, questions? Alderman Ament.

Motion by Alderman Ament to recommend to the Common Council to direct the Department of Community Development, the City Attorney and Mayor to initiate the Sewer Service amendment process to include the 7.72 acres of the Buy Seasons north expansion property located at approximately 16385 W Small Road into the MMSD Sewer Service Area and hold a joint Public Hearing on November 10th, 2010 with SEWRPC before the Plan Commission. Seconded by Alderman Wysocki and upon voting the motion passed unanimously.

Harenda: Commissioner Dude will be missing for the October meeting. He has made a habit of meeting with staff regarding the budget and the CIP so even if Rick was able to get the budget done we will defer that to November. The other thing is our regular Utility meeting is November 23rd. That is the week of Thanksgiving again so depending on when Bob gets back and staff gets through with the reports we can also take the budget to the December meeting. I may make a request to the Committee to move the meeting to either earlier or later.

Motion by Alderman Wysocki to adjourn at 6:09 p.m. Seconded by Commissioner Morrisey and upon voting the motion passed unanimously.

*Please Note: Minutes are not official until approved by the Committee
Respectfully submitted,
Suzette Hanley – Administrative Supervisor, Utilities & Streets*