



Utility Committee MEETING MINUTES

June 25, 2024 - 4:45 PM
Council Chambers
3805 S. Casper Drive

Please note: Minutes are unofficial until approved at the next scheduled meeting.

MINUTES

1. CALL TO ORDER

Aldersperson Hopkins called the meeting to order at 4:50 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Sarah Holtz took the roll call as follows:

Present: Aldersperson Hopkins, Commissioner Nissen Jr., Commissioner Anderson, Aldersperson Kroupa

Excused: Aldersperson Kenneth Harenda

Staff Present: Utility Manager Alex Parker, Accounting Supervisor John Sughrue, Assistant Deputy City Clerk Sarah Holtz

Sarah Holtz stated that a quorum had been established and the meeting was properly noticed.

3. APPROVAL OF MINUTES

A. April 23, 2024 Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Aldersperson Kroupa
Second by: Commissioner Nissen Jr.
Motion Passed 4-0

4. OLD BUSINESS

A. UT 05-24 Recommend to the Utility Committee rejecting the bid from D&H Royale Construction, LLC as it is above the budgeted dollar amount and rebid the project as either separate or divided by roofing material types to attract additional bidders.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Nissen Jr.
Second by: Commissioner Anderson
Motion 4-0

5. NEW BUSINESS

- A.** UT 07-24 Recommend to the Common Council to approve Resolution #24-12 Compliance Maintenance Annual Report (CMAR) for reporting year 2023.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Commissioner Nissen Jr.
Motion Passed 4-0

- B.** UT 08-24 Recommend to the Common Council to amend the 2024 Wastewater CIP Budget in the amount of \$69,750 to complete the Davit Lift Station Cranes project.

Accounting Supervisor John Sughrue asked the Committee to table this recommendation. He stated that the bid received came in over budget.

MOTION: Motion to Table

VOTE: Motion by: Alderperson Kroupa
Second by: Commissioner Anderson
Motion Passed 4-0

- C.** UT 09-24 Recommend to the Common Council to award the construction contract for the Davit Lift Station Crane project to the lowest responsive bidder, Sackerson Construction Co. Inc. in the amount of \$132,500 with a ten percent (10%) contingency of \$13,250 for a total project cost not to exceed \$145,750.

MOTION: Motion to Table

VOTE: Motion by: Alderperson Kroupa
Second by: Commissioner Anderson
Motion 4-0

6. UPDATES

7. ADJOURN

MOTION: Motion to Adjourn at 4:58 PM

VOTE: Motion by: Alderperson Kroupa
Second by: Commissioner Nissen Jr.
Motion Passed 4-0

Respectfully Submitted,

Sarah Holtz, Assistant Deputy City Clerk