



# Utility Committee MEETING MINUTES

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March 24, 2026 - 4:45 PM  
A/B Conference Room  
3805 S. Casper Drive

## MINUTES

### 1. CALL TO ORDER

Alderman Harenda called the meeting to order at 4:47 PM

### 2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Administrative Specialist Norgie Metzinger took the roll call as follows:

Present: Alderperson Hopkins, Alderperson Harenda, Commissioner Anderson, Alderperson Kroupa, Commissioner Howard Nissen Jr.

Staff Present: Mark Blum - City Attorney, Alex Parker - Utility Manager, John Sughroe - Accounting Supervisor, Tammy Simonson - City Engineer, Norgie Metzinger - Administrative Specialist

The Administrative Specialist confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

### 3. APPROVAL OF MINUTES

**MOTION:** Motion to Approve

**VOTE:** Motion by: Alderperson Kroupa  
Second by: Commissioner Nissen Jr.  
Motion Passed 5-0

A. 02/24/2026 Meeting Minutes

### 4. NEW BUSINESS

A. Discussion and possible recommendation to the Common Council to award the construction contract for the Greenridge Watermain Replacement and Road Rehabilitation Project to the lowest responsive bidder, Stark Pavement Corp, in the amount of \$3,370,552.00. This includes a \$2,618,674.00 base bid and an alternate area bid of \$751,878.00 (the Water portion of this project is \$532,945.00; the Water Resources portion is \$362,534.00 and the remaining balance of \$2,475,072.24 is Engineering's portion for the Road Rehabilitation component).

**MOTION:** Motion to Approve

**VOTE:** Motion by: Commissioner Nissen Jr.  
Second by: Alderperson Hopkins  
Motion Passed 5-0

**5. OLD BUSINESS**

None

**6. CLOSED SESSION**

**MOTION:** Motion to Enter Closed Session at 4:54 PM

**VOTE:** Motion by: Alderperson Kroupa  
Second by: Commissioner Anderson  
Motion Passed 5-0

**A.** The matters to be discussed in closed session are as enumerated in Wisconsin Statutes Section 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. More specifically:

**B.** Discussion regarding Jacobs Ridge easement

**7. RECONVENE TO OPEN SESSION**

**MOTION:** Motion to Return to open session

**VOTE:** Motion by: Alderperson Kroupa  
Second by: Alderperson Hopkins  
Motion Passed 5-0

**A.** Discussion and possible action regarding Jacobs Ridge easement.

**MOTION:** Motion to Approve agreement regarding Jacobs Ridge Easement and recommend to Common Counsel

**VOTE:** Motion by: Alderperson Hopkins  
Second by: Alderperson Kroupa  
Motion Passed 5-0

**8. UPDATES**

None

**9. ADJOURN**

**MOTION:** Motion to Adjourn at 5:05 PM

**VOTE:** Motion by: Alderperson Kroupa  
Second by: Commissioner Anderson  
Motion Passed 5-0

Meeting adjourned at 5:05 PM

**Respectfully Submitted,  
Norgie Metzinger, Administrative Specialist**