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Water Utility

MEQUON MUNICIPAL WATER UTILITY COMMISSION

Regular Meeting

Tuesday, November 4, 2025

6:00 PM

Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

The meeting was called to order at 6:14 p.m.

Present:

Commissioner Andrew Nerbun
Commissioner Kelly Tolocko
Commissioner Dale Mayr
Commissioner Jeffrey Hansher
Commissioner Gregg Bach
Commissioner Brian Parrish
Commissioner William Gebhardt
Commissioner Robert Strzelczyk -- **Excused**
Commissioner Peter Bratt -- **Excused**

Also present: City Administrator Jones, City Attorney Sajdak, Director of Public Works/City Engineering Lundeen, Water Utility Supervisor Voigt and City Water Engineer Fulsaas.

2) Approval of Meeting Minutes

Motion to approve the meeting minutes from August 12, 2025.

RESULT: **Approved by Voice Acclamation [7:2]**

MOVED BY: Commissioner Parrish

SECONDED BY: Commissioner Gebhardt

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt

DEEMED NO: Strzelczyk, Bratt

3) Discussion Items

a. Status Update - Mequon Water Master Plan.

Water Utility Supervisor Voigt provided an update on several data points included in the Water Master Plan, including discussion on utility rates. City Water Engineer Fulsas explained what goes into the PSC Rate of Return calculation. Water Utility Supervisor Voigt also shared the process for monitoring and testing water quality for the City of Mequon Water Utility, which is sourced from two different water wholesalers.

b. Request to Reassign \$400,000 in Undesignated Cash Reserves to One-Time Capital Projects.

Director Lundeen said that the projected reserves exceed the set policy, so the request has been brought to the Commission in order to reassign \$400,000 in funds. This amount could change based on the audit and what is allowed by policy.

Motion to approve the reassignment of cash reserves to capital projects.

RESULT: Approved by Roll Call Vote [7:2]

MOVED BY: Commissioner Gebhardt

SECONDED BY: Commissioner Mayr

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt

DEEMED NO: Strzelczyk, Bratt

c. Adoption of the Fiscal Year 2026 Mequon Water Utility Budget.

Motion to approve the 2026 Mequon Water Utility budget.

RESULT: Approved by Roll Call Vote [7:2]

MOVED BY: Commissioner Mayr

SECONDED BY: Commissioner Parrish

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt

DEEMED NO: Strzelczyk, Bratt

d. Authorization for the Mequon Water Utility to Exceed \$25,000 for Purchases and/or Services to Complete Projects as Needed During Fiscal Year 2026 from the Following Contractors: Core and Main, Etna Supply, Grunau, DF Tomasini, Mid-City, MJ Construction, Rozga, Budiac Plumbing, Badger Meter and United Systems & Software.

Motion to approve the authorization to exceed \$25,000 for purchases.

RESULT: Approved by Roll Call Vote [7:2]

MOVED BY: Commissioner Bach

SECONDED BY: Commissioner Hansher

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt
DEEMED NO: Strzelczyk, Bratt

- e. Authorization to Purchase Four Hundred and Ten (410) Water Meters and Associated Appurtenances in an Amount Not-to-Exceed \$125,000.

Motion to approve the purchase of water meters and associated appurtenances.

RESULT: **Approved by Roll Call Vote [7:2]**
MOVED BY: Commissioner Hansher
SECONDED BY: Commissioner Mayr

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt
DEEMED NO: Strzelczyk, Bratt

- f. Status Update on Negotiations to Amend the City of Mequon's Water Supply Contract with the City of Milwaukee Water Works.

City Attorney Sajdak gave a summary of the negotiations and the next steps to move forward.

- g. Consideration of an Amendment to the Mequon Municipal Water Utility's Water Connection Policy, Related to Meters.

Director Lundeen explained that amendments to the Water Connection Policy would include requirements for the water meter location, definition of master (meter) vs. sub-meter, irrigation meters as well as meter testing.

Motion to approve the amendment to the Water Utility's connection policy related to meters.

RESULT: **Approved by Voice Acclamation [7:2]**
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Hansher

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt
DEEMED NO: Strzelczyk, Bratt

- h. Discussion Regarding an Amendment to the Mequon Municipal Water Utility's Water Connection Policy, Related to Cost Sharing for Betterment of Service (BOS) Projects.

The first point of discussion was whether the Water Utility should consider defining policy terms and conditions for cost share of BOS projects, or continue to negotiate on a case-by-case basis through Development Agreements. Commission members debated whether a policy could help or hurt the negotiation process for some larger projects vs. BOS projects. Staff would then work on coming up with some language for the Commission to review and consider. The Commission agreed to review draft language for a potential policy amendment.

The second point of discussion was whether the Water Utility include special assessments/charges as one of the mechanisms to equitably distribute the private property portion of the shared cost. The Commission was not in favor of mandating special assessments for distribution of costs, but is willing to considering a connection fee as a means of distributing the cost.

The third point of discussion centered around whether the Water Utility should require that public bidding requirements and City Financial Policies are met if Water Utility reimbursement for a BOS is authorized. Staff offered to create guidelines that may help substantiate the costs related to such a project and may help define bidding requirements in relation to cost share, build-and-contribute and reimbursement agreements.

The remaining points of discussion involved terms and conditions for determining the calculation for cost sharing, reimbursement structure and available funding. In general, the Commssion was in favor of considering draft policy amendment language.

4) Adjourn

Motion to adjourn at 7:14 p.m.

RESULT: Approved by Voice Acclamation [7:2]

MOVED BY: Commissioner Bach

SECONDED BY: Commissioner Hansher

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Gebhardt

DEEMED NO: Strzelczyk, Bratt

Respectfully Submitted,
Beth Kong, Deputy Clerk