

## HOW TO USE COMMITTEE/COMMISSION MINUTES ARCHIVE

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## Board of Water Commissioners

G. John Ruffolo, Chairman  
Anthony Nudo, Vice Chairman  
Steve Bostrom  
Patrick Juliana  
Jan Michalski  
Ray Misner



**Edward St. Peter**  
General Manager

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*“Providing and Protecting Kenosha’s Greatest Natural Resource. . .Water”*

## MINUTES

### FEBRUARY 1, 2012 REGULAR MEETING OF BOARD OF WATER COMMISSIONERS

The regular meeting of the Board of Water Commissioners was called to order on Wednesday, February 1, 2012 at 4:44 p.m. at the Kenosha Municipal Building, 625-52<sup>nd</sup> Street, Room 202. Members in attendance were: Chairman G. John Ruffolo, Vice Chairman Anthony Nudo, and Commissioners Steve Bostrom and Jan Michalski. Commissioners Patrick Juliana and Ray Misner were excused. Staff member present was Edward St. Peter (General Manager) and Robert Carlson (Director of Engineering).

1. Approval of minutes for the regular meeting of December 14, 2011.

**It was moved by Commissioner Michalski and seconded by Commissioner Bostrom to approve.  
Motion passed 4-0.**

2. Approval of disbursements for the month of December 2011.

**It was moved by Vice Chairman Nudo and seconded by Commissioner Bostrom to approve.  
Motion passed 4-0.**

3. Approval of Kenosha Sewer Service Area Amendment.

**It was moved by Commissioner Michalski and seconded by Vice Chairman Nudo to approve.  
Motion passed 4-0.**

4. Approval to implement Sump Pump Inspection Program.

**It was moved by Vice Chairman Nudo and seconded by Commissioner Bostrom to approve.  
Motion passed 4-0.**

5. Motion to adjourn at 5:05 p.m.

**It was moved by Vice Chairman Nudo and seconded by Commissioner Bostrom to approve.  
Motion passed 4-0.**

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## MINUTES

### **FEBRUARY 29, 2012 REGULAR MEETING OF BOARD OF WATER COMMISSIONERS**

The regular meeting of the Board of Water Commissioners was called to order on Wednesday, February 29, 2012 at 4:45 p.m. at Centrisys Corporation, 9586 - 58<sup>th</sup> Place, Kenosha, WI 53144, following a facility tour of Centrisys. Members in attendance were: Chairman G. John Ruffolo, Vice Chairman Anthony Nudo, and Commissioners Steve Bostrom and Jan Michalski. Commissioners Patrick Juliana and Ray Misner were excused. Staff member present was Edward St. Peter (General Manager), Robert Carlson (Director of Engineering), Dave Lewis (Director of Operations), Cathy Brnak (Director of Business Services), Roger Field (Director of Water Production), Curt Czarnicki (Director of Water Distribution & Sewer Collection) and Sue Hill (Personnel/Administrative Supervisor).

1. Minutes for the regular meeting of February 1, 2012.

**It was moved by Commissioner Michalski and seconded by Vice Chairman Nudo to approve.  
Motion passed 4-0.**

2. Disbursements for the month of January 2012.

**It was moved by Vice Chairman Nudo and seconded by Commissioner Bostrom to approve.  
Motion passed 4-0.**

3. Adjournment at 4:50 p.m.

**It was moved by Commissioner Michalski and seconded by Vice Chairman Nudo to approve.  
Motion passed 4-0.**

## Board of Water Commissioners

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## MINUTES

### MARCH 28, 2012 REGULAR MEETING OF BOARD OF WATER COMMISSIONERS

The regular meeting of the Board of Water Commissioners was called to order on Wednesday, March 28 2012 at 4:30 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. Board members in attendance were: Chairman G. John Ruffolo, Vice Chairman Anthony Nudo, and Commissioners Steve Bostrom, Patrick Juliana, Jan Michalski and Ray Misner. Staff member present was Edward St. Peter (General Manager).

1. Minutes for the regular meeting of February 29, 2012.

**It was moved by Commissioner Juliana and seconded by Commissioner Michalski to approve. Motion passed 6-0.**

2. Disbursements for the month of February 2012.

**It was moved by Vice Chairman Nudo and seconded by Commissioner Juliana to approve. Motion passed 6-0.**

3. Resolution for Adoption of a Greater Kenosha Sanitary Sewer Service Area Amendment.

Public Hearing held. Michael Pollocoff, Pleasant Prairie Village Administrator (9915 39<sup>th</sup> Avenue) and Phil Hunt of Uline (540 McKinley, Libertyville, IL) spoke.

**It was moved by Commissioner Bostrom and seconded by Commissioner Michalski to approve. Motion passed 6-0.**

4. First Amendment to the Developers Agreement and Memorandum of Full Satisfaction between the City of Kenosha, Kenosha Water Utility, First Industrial Investments II, LLC and Affiliated Foods Midwest Cooperative, Inc. (Affiliated Foods) (District 16)

**It was moved by Vice Chairman Nudo and seconded by Commissioner Juliana to defer. Motion passed 6-0.**

5. Easement Agreement by and between the Kenosha Water Utility and the County of Kenosha (District 2).

**It was moved by Commissioner Bostrom and seconded by Vice Chairman Nudo to approve. Motion passed 6-0.**

**Board of Water Commissioners**

**March 28, 2012**

**Minutes**

6. Resolution from City of Kenosha Common Council Urging the Board of Water Commissioners to Explore a Partnership with an Institution of Higher Education to Establish a Hydrocommercial Curriculum of Study.

**It was moved by Commissioner Bostrom and seconded by Vice Chairman Nudo to receive and file. Motion passed 6-0.**

7. Adjournment at 4:58 p.m.

**It was moved by Commissioner Michalski and seconded by Vice Chairman Nudo to adjourn. Motion passed 6-0.**

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## MINUTES

### APRIL 11, 2012 SPECIAL MEETING OF BOARD OF WATER COMMISSIONERS

A special meeting of the Board of Water Commissioners was called to order on Wednesday, April 11, 2012 at 5:17 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. Board members in attendance were: Chairman G. John Ruffolo, Vice Chairman Anthony Nudo, and Commissioners Steve Bostrom, Patrick Juliana, Jan Michalski and Ray Misner. Staff members present were Ed St. Peter (General Manager), Bob Carlson (Director of Engineering), Dave Lewis (Director of Operations), John Andersen (Director of GIS), Roger Field (Director of Water Production) and Sue Hill (Personnel & Administrative Supervisor).

1. Concurrence with Private Sanitary Main Agreement by and between Celebre Place LLC and Kenosha Seniors Limited Partnership.

**It was moved by Vice Chairman Nudo and seconded by Commissioner Misner to approve.  
Motion passed 6-0.**

2. First Amendment to the Developers Agreement and Memorandum of Full Satisfaction between the City of Kenosha, Kenosha Water Utility, First Industrial Investments II, LLC and Affiliated Foods Midwest Cooperative, Inc. (Affiliated Foods) (District #16)

**It was moved by Vice Chairman Nudo and seconded by Commissioner Misner to approve.  
Motion passed 6-0.**

3. Adjournment at 5:23 p.m.

**It was moved by Commissioner Juliana and seconded by Commissioner Michalski to adjourn.  
Motion passed 6-0.**

After the meeting was adjourned, there was a recognition reception to thank Ray Misner and Anthony Nudo for their dedicated service to the Board of Water Commissioners, the Public Works Committee and the Stormwater Utility Committee. (Mr. Misner served from 2006-2012 and Mr. Nudo served from 2008-2012.)

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## MINUTES

### MAY 21, 2012 REGULAR MEETING OF BOARD OF WATER COMMISSIONERS

The regular meeting of the Board of Water Commissioners was called to order on Monday, May 21, 2012 at 5:03 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. Board members in attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, Patrick Juliana and G. John Ruffolo (*Commissioner Bostrom arrived during agenda item 6*). Staff members present were Ed St. Peter (General Manager) and Cathy Brnak (Director of Business Services).

1. Minutes for the regular meeting of March 28, 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

2. Minutes for the regular meeting of April 11, 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

3. Disbursements for the month of March 2012.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to approve. Motion passed 5-0.**

4. Disbursements for the month of April 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

5. To Amend Subsection 32.01 A. Regarding Definitions and To Repeal and Recreate Subsection 32.06 Rule 06-31 of the Code of General Ordinances for the City of Kenosha Regarding Cross Connection Control.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to approve. Motion passed 5-0.**

**Board of Water Commissioners**

**May 21, 2012**

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6. Final Acceptance of Sanitary Sewerage System and Water Improvements as outlined in Subsections I.C. and I. D. of the Developers Agreement By and Between Gendell Partners Kenosha, LLC and the City of Kenosha, Wisconsin and the Kenosha Water Utility (CVS/Kenosha Gateway). (District 5)

**It was moved by Commissioner Gordon and seconded by Commissioner Juliana to approve. Motion passed 6-0.**

7. 2011 Audit Presentation by CliftonLarsonAllen LLP.

*Renee Messing from CliftonLarsonAllen LLP spoke on item 7.*

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to receive and file. Motion passed 6-0.**

8. Adjournment at 5:20 p.m.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to adjourn. Motion passed 6-0.**

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## MINUTES

### JUNE 4, 2012 SPECIAL MEETING OF THE BOARD OF WATER COMMISSIONERS

A special meeting of the Board of Water Commissioners was called to order on Monday, June 4, 2012 at 5:35 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. In attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, Patrick Juliana and G. John Ruffolo. Staff members present were Ed St. Peter (General Manager), Dave Lewis (Director of Operations), Bob Carlson (Director of Engineering), Melissa Arnot (Director of Wastewater Treatment), and Sue Hill (Personnel & Administrative Supervisor).

1. Minutes of the regular meeting of May 21, 2012.

**It was moved by Commissioner Gordon and seconded by Commissioner Juliana to approve. Motion passed 6-0.**

2. Disbursements for the month of May 2012.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Bostrom to approve. Motion passed 6-0.**

3. 2011 Compliance Maintenance Annual Report to the State of Wisconsin Department of Natural Resources.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to approve. Motion passed 6-0.**

4. Adjournment at 5:43 p.m.

**It was moved by Commissioner Gordon and seconded by Commissioner Juliana to approve. Motion passed 6-0.**

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## MINUTES

### JULY 16, 2012 REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS

The regular meeting of the Board of Water Commissioners was called to order on Monday, July 16, 2012 at 6:23 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. In attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, Patrick Juliana and G. John Ruffolo. Staff member present was Ed St. Peter (General Manager).

1. Minutes from the special meeting of June 4, 2012.

**It was moved by Commissioner Juliana and seconded by Commissioner Gordon to approve. Motion passed 6-0.**

2. Disbursements for the month of June 2012.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to approve. Motion passed 6-0.**

3. SEWRPC Amendment to the Regional Water Quality Management Plan – Greater Kenosha Area (June 2012) (*Previously approved by Board under Resolution No. W-03-28-12*).

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to receive and file. Motion passed 6-0.**

4. Fiscal Year 2012 WI-DNR Sanitary Survey Report.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to receive and file. Motion passed 6-0.**

5. Kenosha Water Utility 2011 Annual Report.

**It was moved by Commissioner Ruffolo and seconded by Commissioner Juliana to receive and file. Motion passed 6-0.**

6. Award of Contract 2012-01-PROD, Roof Replacement – O. Fred Nelson Water Production Plant, to lowest bidder, Van’s Roofing Inc., in the amount of \$26,250.00.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 6-0.**

**Board of Water Commissioners  
July 16, 2012  
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7. Award of Contract 2012-02-S, Access Drive – 6627 3<sup>rd</sup> Avenue (Anderson Arts Center), to lowest bidder, Cicchini Asphalt LLC, in the amount of \$48,138.00 (District 2).

**It was moved by Commissioner Gordon and seconded by Vice Chairman Haugaard to approve. Motion passed 6-0.**

8. Application to Wisconsin Public Service Commission for a Water Rate Adjustment & Water Commission Authorization for a Sanitary Sewer Rate Adjustment.

**It was moved by Commissioner Juliana and seconded by Commissioner Gordon to strike the Water Commission Authorization for a Sanitary Sewer Rate Adjustment and to approve the application to the Wisconsin Public Service Commission for a Water Rate Adjustment. Motion passed 4-2 (*Commissioners Bostrom and Ruffolo voting nay*).**

9. Adjournment at 7:05 p.m.

**It was moved by Commissioner Gordon and seconded by Vice Chairman Haugaard to approve. Motion passed 6-0.**

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## MINUTES

### SEPTEMBER 5, 2012 SPECIAL MEETING OF THE BOARD OF WATER COMMISSIONERS

A special meeting of the Board of Water Commissioners was called to order on Wednesday, September 5, 2012 at 5:42 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. In attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, and Patrick Juliana. Commissioner G. John Ruffolo was excused. Staff members present were Dave Lewis (Director of Operations), Curt Czarnecki (Director of Water Distribution & Sewer Collection), and Sue Hill (Personnel/Administrative Supervisor).

1. Minutes from the special meeting of July 16, 2012.

**It was moved by Commissioner Juliana and seconded by Commissioner Gordon to approve. Motion passed 5-0.**

2. Disbursements for the month of July 2012.

**It was moved by Commissioner Gordon and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

3. Changes to agreement between the Kenosha Water Utility and the Wisconsin Department of Transportation for the project described as: IH 94 N/S Freeway - STH 158 Local/Cross Roads (Project ID 1032-14-10/71), Kenosha County, Wisconsin.

**It was moved by Vice Chairman Haugaard and seconded by Commissioner Gordon to approve. Motion passed 5-0.**

4. Adjournment at 6:05 p.m.

**It was moved by Vice Chairman Haugaard and seconded by Commissioner Gordon to approve. Motion passed 5-0.**

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## MINUTES

### NOVEMBER 5, 2012 SPECIAL MEETING OF THE BOARD OF WATER COMMISSIONERS

A special meeting of the Board of Water Commissioners was called to order on Monday, November 5, 2012 at 5:05 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. In attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, and Patrick Juliana. Commissioner G. John Ruffolo was excused. Staff members present were Ed St. Peter (General Manager) and Sue Hill (Personnel/Administrative Supervisor).

1. Minutes from the special meeting of September 5, 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

2. Disbursements for the month of August 2012.

**It was moved by Commissioner Gordon and seconded by Commissioner Juliana to approve. Motion passed 5-0.**

3. Disbursements for the month of September 2012.

**It was moved by Commissioner Gordon and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

4. Resolution to place special assessments against benefited parcels of property on the 2012 Real Estate Tax Roll for the construction of water/sewer mains, water, sewerage, and household hazardous waste bills, etc., in the amount of \$1,686,942.00.

**It was moved by Vice Chairman Haugaard and seconded by Commissioner Juliana to approve. Motion passed 5-0.**

5. Adjournment at 5:11 p.m.

**It was moved by Commissioner Gordon and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

## Board of Water Commissioners

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## MINUTES

### NOVEMBER 19, 2012 REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS

The regular meeting of the Board of Water Commissioners was called to order on Monday, November 19, 2012 at 5:25 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. In attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, and Patrick Juliana. Commissioner G. John Ruffolo was excused. Staff members present were Ed St. Peter (General Manager) and Sue Hill (Personnel/Administrative Supervisor).

1. Minutes from the special meeting of November 5, 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

2. Disbursements for the month of October 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

3. Kenosha Water Utility 2013 Operating & Capital Improvements Budget.

**It was moved by Commissioner Gordon and seconded by Commissioner Juliana to approve. Motion passed 5-0.**

4. Adjournment at 6:17 p.m.

**It was moved by Commissioner Bostrom and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

**Board of Water Commissioners**

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**BOARD OF WATER COMMISSIONERS**

**- MINUTES -**

**MONDAY, DECEMBER 17, 2012**

The meeting of the Board of Water Commissioners was called to order on Monday, December 17, 2012 at 6:01 p.m., in Room 202 of the Municipal Building at 625 52<sup>nd</sup> Street, Kenosha, WI 53144. In attendance were: Chairman Jan Michalski, Vice Chairman Eric Haugaard, and Commissioners Steve Bostrom, Scott Gordon, and Patrick Juliana. Commissioner G. John Ruffolo was excused. Staff member present was Ed St. Peter, General Manager.

1. Minutes from the meeting of November 19, 2012.

**It was moved by Commissioner Gordon and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

2. Disbursements for the month of November 2012.

**It was moved by Commissioner Juliana and seconded by Vice Chairman Haugaard to approve. Motion passed 5-0.**

3. Authorization to void special assessment invoice to the City of Kenosha for Parcel No. 07-222-24-207-002 located east of 39<sup>th</sup> Avenue at 24<sup>th</sup> Street per 2006 Developers Agreement. (District 5)

**It was moved by Vice Chairman Haugaard and seconded by Commissioner Gordon to approve. Motion passed 5-0.**

4. Offer from Kenosha Count to the Kenosha Water Utility for the acquisition of roadway right-of-way, a permanent limited easement, and a temporary limited easement for Utility property located at 2100 30<sup>th</sup> Avenue (Parcel No. 07-222-24-276-008). (District 5)

**It was moved by Commissioner Gordon and seconded by Commissioner Juliana to approve. Motion passed 5-0.**

5. First Amendment to the Management Information System Agreement By and Between the City of Kenosha Water Utility, a Wisconsin Water Utility, and COMSYS, Inc., a Wisconsin Corporation.

**It was moved by Commissioner Juliana and seconded by Commissioner Gordon to approve. Motion passed 5-0.**

6. Adjournment at 6:22 p.m.

**It was moved by Vice Chairman Haugaard and seconded by Commissioner Gordon to approve. Motion passed 5-0.**