



Meeting Minutes - Final

Waukesha Water Commission

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Thursday, July 17, 2025

6:00 PM

Water Utility Conference Room  
115 Delafield St. Waukesha, WI 53188

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1. Call to Order

2. Roll Call

Announcement of closed session pursuant to Wis Stat §19.85(1)(c) to consider employment, promotion, compensation, and performance data of Water Utility employees in connection with the filling of the vacant Water Utility Manager position.

**Present** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt, and Dale Matthews

**Absent** 2 - Paul Ybarra, and Shawn Reilly

3. Public Comment

4. Approval of Minutes

A. [ID#25-01690](#) Approve Minutes from June 19th, 2025 Meeting

**Attachments:** [Meeting Minutes 6-19-25](#)

**approved**

**Aye:** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

**Absent:** 2 - Paul Ybarra and Shawn Reilly

5. Action Items

A. [ID#25-01691](#) Approve Payments from the General Fund and the Improvement Fund

**Attachments:** [June Voucher List](#)

**approved**

**Aye:** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

**Absent:** 2 - Paul Ybarra and Shawn Reilly

- B. [ID#25-01692](#) Approve the "Resolution Determining Necessity and Adopting Relocation Order for the Water Utility Easement Eminent Domain Proceedings" for the Arrowhead Trail project and recommend its passage by the Common Council.

**Attachments:** [WWUC Memo with Attachments](#)

**approved**

**Aye:** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

**Absent:** 2 - Paul Ybarra and Shawn Reilly

- C. [ID#25-01693](#) Approve the Professional Services Agreement with SmithGroup for Diversion Implementation and Reporting Assistance.

**Attachments:** [Smith Group Memo with PSA 7-9-25](#)

**approved**

**Aye:** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

**Absent:** 2 - Paul Ybarra and Shawn Reilly

6. Discussion Items

7. Information Items

- A. Utility Performance Report/Administrative Activities

**Attachments:** [June Performance Report](#)

- B. Financial Report

**Attachments:** [June Financials](#)

8. Closed Session

- A. [ID#25-01697](#) A motion may be made to convene in closed session pursuant to Wis Stat §19.85(1)(c) to consider employment, promotion, compensation, and performance data of Water Utility employees in connection with the filling of the vacant Water Utility Manager position.

**approved**

**Aye:** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

**Absent:** 2 - Paul Ybarra and Shawn Reilly

2. Roll Call

**approved**

**Present** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt, and Dale Matthews

**Absent** 2 - Paul Ybarra, and Shawn Reilly

Note

Note

*Meeting went into Recess*

Note

Note

*Meeting Reconvened*

- B.** [ID#25-01698](#) A motion will then be made to re-convene in open session pursuant to Wis Stat §19.85(2) whereupon action may be taken on matters considered in the closed session.  
**approved**

**Aye:** 5 - Joan Francoeur, Jeff Fowle, Gerald Couri, Joe Piatt and Dale Matthews

**Absent:** 2 - Paul Ybarra and Shawn Reilly

9. Adjourn