

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

March 18, 2019

Brillion City Center

6:00 pm

CALL TO ORDER:

Chairperson Wittmann called the meeting to order at 6:01 pm.

ROLL CALL:

Present were Jeff Wittmann, Mary Jo Krueger, Russ Boldt, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were City Administrator Clerk/Treasurer Lori Gosz, Tony Kappell from McMahon, Public Works Director Andy Geiger, Pete Litersky from MCO, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Mayor Gary Deiter, Alderperson Wally Sonnabend, and Paul Much from MCO.

GUESTS:

None.

APPROVAL OF AGENDA:

Motion – Krueger moved to approve the agenda as presented. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE FEBRUARY 18, 2019 WATER AND SEWER UTILITY MEETING:

Motion – Mertens moved to approve the February 18, 2019 Water and Sewer Utility Meeting minutes. Seconded by Boldt. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Schwahn moved to approve the Water and Sewer Utility operating vouchers in the amount of \$48,210.10. Seconded by Boldt. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

BEACON ADVANCED MEETING ANALYTICS PROPOSAL:

Buboltz explained that she contacted Midwest Meter regarding the Beacon Software. She was informed that the Beacon Software is the “platform” for meter reading of Badger Meters. If we chose to go with different software for the reading of meters the Utility Commission may need to go from a Badger Meter to a different meter throughout the City. She reiterated that the current Connect water meter reading software is not reliable.

Geiger reviewed and explained the quotes received from The IT Department for a new laptop. He stated that we will need to check if any other hardware would be needed with this quote. Krueger suggested that we decide to go with the Toughpad from The IT Department and to purchase both service plans.

(Approved)

Buboltz stated she would like to receive approval to go with the Beacon Software since it will take 4-6 months to get the software in service. Right now more time is spent on meter reading by having the MCO Staff re-reading meters and sometimes trying to read the meter inside the home.

Mertens questioned the status of the proposed apartment complex to be built by the City Center. Gosz explained that Andy Dumke, developer for the apartment complex, is waiting to hear whether or not he will be receiving the tax credits for the project that he applied for. As far as Shane Murphy, she hasn't heard anything from him since last year, but believes he is still planning on building more apartment buildings west of the City.

Mertens expressed his concern with the City spending in certain areas. They need to determine what it can and can't afford. He suggested looking at possibly not doing an I/I Project next year. Krueger agreed and reminded the Utility Commission that the phosphorus issue will need to be dealt with too in the future. Where are the funds coming for these projects?

Motion – Mertens moved to purchase the Beacon Software at a cost of \$8,160 and to revisit the purchase of a laptop at next month's meeting. Seconded by Schwahn. Call vote. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2019 Project:

I. Market Street & Elm Street Reconstruction – Award Bid:

Geiger explained that DeGroot was the low bidder for the Market Street and the Elm Street Reconstruction projects, with an amount of \$556,016.96. The Utility's portion for both projects is approximately \$361,409.00.

Geiger explained that if only Market Street Reconstruction Project is done in 2019 than it would cost the Utility an extra \$35,248 when Elm Street is done, due to the storm piping built into the Market Street bid and miscellaneous street patching.

Litersky updated the Commission on the requirement for lead service replacement in the City. Since the Enforcement Meeting with the DNR on this issue will not held before the construction projects are scheduled to start, the DNR wants the City to proceed with this year's construction planning as you would if there weren't pending enforcement. They want the Utility to plan on replacing 7% of lead service lines required in 2019. Any amount replaced above the 7% will count toward the lead service lines that were short the prior year.

Geiger reported that the first set of lead results should arrive next week and a week later results from the second set of lead results should arrive. If we pass both of those tests the Utility will then be taken off the "radar" by the DNR.

Geiger stated it is important to look at next year's projects too to make sure there are funds available for those projects.

(Approved)

Motion – Krueger moved to recommend to City Council the bid from DeGroot for Market Street project only. Seconded by Schwahn.

Wittmann and Mertens discussed the option of not doing street projects and I/I projects this year, but to hold off until next year and do all of the proposed projects then. Maybe it will be possible that the City would receive a better price next year with more streets proposed to being done. Geiger reminded the Commission of the DNR's requirement that 7% of lead line replacements need to be done each year.

Gosz reminded the Commission that the borrowing that was done for projects needs to be used by 2020.

Discussion followed.

Call vote. Motion carried.

MCO REPORT:

A. Monthly Superintendent Report/Update:

Litersky reviewed the Monthly Superintendent Report with the Commission and reported on the following:

1. The hydrant on Wolfschmidt St was replaced.
2. The manhole casing on the corner of Valley View Dr. and Homewood Dr. has been repaired.
3. Frozen water services on Columbus Avenue.
4. Service at 125 Dewey St. has been repaired on his side only.
5. Glenview Ave Tower transducer's not reading properly due to ice.
6. Fawn Ridge Lift Station was plugged with rags.
7. Yearly sewer bids have been mailed.
8. Salt tanks have already been cleaned.

Litersky explained that installing a mixer in the Glenview Avenue Tower may help with the buildup of ice in the winter. He stated that \$5,000 was placed in the Budget for the mixer but another \$2,500 is needed to purchase the mixer. He feels only the Glenview Avenue Tower would need the mixer at this time.

Litersky informed the Commission on the water flow through the WWTP during the snow melt and rain. He did state that approximately 100,000 gallons was bypassed at the WWTP during the flooding.

Geiger report that Kempen Excavating did clean debris from Spring Creek to assist with the use of the Swamp Devil through Spring Creek.

Litersky reported on a manhole service leak by the former Brillion Iron Works property. Great Lakes filled the service with concrete and also capped the 6" and 3" service. A chimney seal in a manhole was also repaired.

(Approved)

Litersky and Geiger reported on the use of the mats and manhole dishes during the rain event/snow melt. They felt that the mats and manhole dishes helped with the flooding.

B. Quotes – Waste Pump Replacement:

Litersky explained the quotes received for the replacement of the sludge pump. Two (2) quotes were received; Crane Engineering and Vacuum, Pump & Compressor. With the Vacuum, Pump, and Compressor quote to rebuild the pump would cost \$4,431 and a new pump would cost \$8,255.00. The quote from Crane Engineering is \$6,862.00 for a new pump. With Crane Engineering it will take 8-10 weeks to receive the pump, which he feels would be fine.

Gosz stated the cost for this pump would come from the Sewer Equipment Replacement Fund.

Motion – Krueger moved to approve the quote from Crane Engineering, in the amount of \$6,862.00, for a new sludge pump. Seconded by Boldt. Call vote. Motion carried unanimously.

ENGINEER’S REPORT:

Kappell gave an update on the March 8th conference held with Dave Gerdman from the DNR regarding the City’s Annual Chloride Report. Gerdman stated he would a few items addressed this year. He would to see the City’s website have the updated Chloride Report and would like the City to re-engage with the industries on the reduction of chlorides.

Kappell stated that Gerdman would also like to see the City look at options for using brine on roads, etc. Gerdman will also follow up with DPW Geiger to reduce chloride at the DPW facility.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

Geiger reported there was an incident with the last snow fall where the DPW hit a manhole on the corner of Valley View Drive and Homewood Drive. That manhole has now been repaired.

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

A. Water & Sewer Utility Bill – 417 S. Glenview Avenue:

Buboltz reported that Craig Olson is looking for an adjustment on the sewer portion of his water and sewer bill due to running water in the back of his home from a hose. She stated that Olson understands that he must pay for the water portion.

Motion – Krueger moved adjust the sewer portion of Craig Olson’s bill. Seconded by Mertens. Call vote. Motion carried unanimously.

OLD BUSINESS:

A. Lead Water Service Line Replacement/Education:

Litersky stated he is waiting for the lead results.

B. Well #6 – Consider Location:

(Approved)

No report.

NEW BUSINESS:

None.

ADJOURNMENT:

Meeting adjourned at 7:33 PM.

Joy L. Buboltz
Deputy Clerk/Treasurer