

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

May 20, 2019

Brillion City Center

6:00 pm

CALL TO ORDER:

Chairperson Wittmann called the meeting to order at 6:00 pm.

ROLL CALL:

Present were Mayor Gary Deiter, Jeff Wittmann, Mary Jo Krueger, Wally Sonnabend (arriving at 6:02 PM), Russ Boldt, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were City Administrator Clerk/Treasurer Lori Gosz, Ron Wolf from McMahon, Public Works Director Andy Geiger, Paul Much from MCO, Pete Litersky from MCO, and Deputy Clerk/Treasurer Joy Buboltz.

GUESTS:

Jean Kennedy. Joe and Cheryl Brazil, Matt Juno, Mr. & Mrs. Ron Giese.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE APRIL 15, 2019 WATER AND SEWER UTILITY MEETING:

Motion – Schwahn moved to approve the April 15, 2019 Water and Sewer Utility Meeting minutes. Seconded by Boldt. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Boldt moved to approve the Water and Sewer Utility operating vouchers in the amount of \$44,876.96. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2019 Projects:

I. Market Street Reconstruction Project – Update – Property Owner Information:

Ron Wolf, McMahon, stated that Market Street is the only street this year to be reconstructed. DeGroot, Inc from Green Bay will be the contractor for the project with a bid of approximately \$270,000.00. With this project, new mains will be installed and the replacement of laterals from the curb stop to inside the home will also be done, including lead services. Pipe bursting will be done to install the new lateral to the home. Mini storm sewers will also be installed with this project and the each homeowner will be required to hook their sump pump line to the mini storm sewer.

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Wolf explained there will be some curb, gutter, and sidewalk replacement with the project as well as a new street base and paving. The new street base and the paving will be at the City's cost.

Wolf explained the affected property owners will be billed by the City for their cost of the project. The contractor is hoping to start in July with this project.

Gosz informed those present that there will be a Public Hearing on this project at the May 28th City Council meeting.

Joe Brazil questioned the repayment schedule. Gosz stated that will be discussed at the May 28th City Council meeting. Cheryl Brazil asked if the homeowner could replace their own sidewalk if the City determines that a portion of their sidewalk would need to be replaced. Wolf stated generally not, since the contractor who bids for the concrete work is basing his bid on an "x" amount of replacement. Geiger stated this would need to be discussed at the City Council meeting.

B. Water Transmission Main Project – Update:

Wolf explained with this project all homes along this route with lead water services will have those services replaced. There are three (3) services along Center Street and three (3) services along Main Street that will have their lead water service replaced. Kruczek Construction will be doing this project and hopes to start soon. This contractor will not be using pipe bursting for the replacement of laterals, but instead will be using the existing line and feeding the new line through the existing line.

Mr. Giese asked if there are funds available from the State to assist with the cost of this project. Geiger stated that Governor Evers has including in his proposed budget funds to assist property owners with lead water replacement, but at this time there are no funds available.

Wolf reminded the Commission that the purpose of this project is to help equalize the pressure between both water tanks.

MCO REPORT:

A. Monthly Superintendent Report/Update:

Litersky reviewed the Monthly Superintendent Report with the Commission. He reported that Lee's Welding inspected the shells in the Main Street softener and found the shells to be in poor condition. The Utility will need to consider replacing those shells in the future. Also with the updated Resin it is anticipated to see salt savings in the near future.

He received a quote for a mixer for the Glenview Avenue Tower. The Utility budgeted \$5,000 in 2019 for the mixer, but the cost for one (1) mixer is \$7,000. However, if we purchase another mixer, which could be used at the Horn Park Tower, the cost then for each mixer would be \$6,000. The vendor did offer to the City that a mixer could be installed at the Glenview Avenue Tower, used for a year, and make payment on it in 2020. The vendor also stated that if the water would freeze in the tower while using the mixer the vendor would de-thaw the tower for free. Litersky explained how the mixer would work and that it would run constantly. Mertens asked if

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there are any other options available that would be non-mechanical. Much stated not to his knowledge.

The consensus of the Commission was to proceed with the installation of the mixer at the Glenview Avenue Tower.

Litersky reported that the flushing of hydrants went well. The quality of the water seemed to be better than in previous years.

Litersky reported that Great Lakes have been working on yearly cleaning, including the lift stations.

B. Consumer Confidence Report (CCR):

Litersky reported that everything is at status quo except the failure to complete the requirements for lead service line replacement in 2018.

C. Resolution – Compliance Maintenance Annual Report (CMAR):

Litersky reported that favorable grades were received on the report except for an “F” on influent flow and loading. Much stated the numbers on the CMAR are artificially high per the DNR standards. The good thing is that we are still meeting our permit requirements.

Much presented to the Commission a graph regarding the Daily Influent Flow Trend from 1/3/16 to 4/28/18, and a graph on the Influent BOD Loadings Trend from 1/3/16 to 4/28/18 in pounds. The Influent BOD Loadings Trend graph shows that the Wastewater Treatment Plant has exceeded its BOD capacity several times. This is a concern. The Commission may need to consider upgrading its Wastewater Treatment Facility in the near future.

Motion – Krueger moved to recommend to City Council a Resolution for the Compliance Maintenance Annual Report (CMAR) as presented. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

D. Request For Proposals – Well #1 – Pull & Inspection:

Litersky reported that three (3) bids were received for this project. The low bid was from CTW Corporation in the amount of \$6,340.00. This project was included in the 2019 Budget.

Wittmann commented that the last time Well #1 pump was pulled there were issues with getting the pump out of the Well.

Motion – Schwahn moved to accept the bid from CTW Corporation, in the amount of \$6,340.00, for the pulling and inspection of Well #1. Seconded by Mertens. Call vote. Motion carried unanimously.

ENGINEER’S REPORT:

A. Agreement for Professional Services – McMahon – Annual Chloride Report:

Wolf explained that additional work was needed this year with the Annual Chloride Report due to the portion in the Report that deals with the progress on the use of brine.

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Motion – Krueger moved to approve the Agreement for Professional Services with McMahon for the Annual Chloride Report. Seconded by Kopidlansky. Call vote. Motion carried unanimously.

B. Commercial/Industrial Wastewater Discharge for Phosphorus Use Questionnaire:

Geiger presented a draft questionnaire he would like to send to the commercial and industrial accounts in the City. Based on the answers received, he would compile that information for the DNR.

Krueger suggested including other questions on the questionnaire that deals with the increased BOD's at the Wastewater Treatment Plant. Geiger will include questions on BOD's and will contact Kappell on the questionnaire.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

A. Well #5 Generator:

Geiger reported the alternator has been ordered and will take 6-8 weeks to receive it. Krueger Electric would like to look at the generator to see whether or not they could do the work.

B. Beacon Advanced Metering Analytics Proposal:

Geiger reported he contacted Tammy Koehler from the IT Department regarding the Touchpad quote the City received. Koehler informed him that the item she quoted him a few months ago is now obsolete. She did find a replacement unit for him at a cost of \$2,771 which is cheaper than the unit from Midwest Meter in the amount of \$4,350.00.

Geiger stated that Koehler indicated that the unit she quoted does not include a dedicated GPS with a cellular cord. To have that included would cost an additional \$300.00. Koehler would prefer the Utility using "hot spot" instead of a dedicated cord.

Krueger questioned where the funds for this purchase would come from.

Motion – Mertens moved to purchase the meter reading unit from The IT Department, not to exceed \$3,100.00. Seconded by Krueger. Call vote taken. Motion carried unanimously

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

No report.

OLD BUSINESS:

A. Lead Water Service Line Replacement/Education:

Geiger reported that he, Gosz, Litersky, and Wittmann attended the Enforcement Meeting with the DNR. Wittmann explained the law and stated they know that some areas of the law are flawed. The DNR is giving us as much lenience as possible.

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Geiger reported there will be changes in the law by the EPA on lead service laterals sometime this fall. One area that could be changed is how water samples are taken. He will keep the Commission informed on any changes.

B. Well #6 – Consider Location:

No report.

Other:

Geiger reported that he received a letter from the DNR stating the City's application has been approved for the use of the Swamp Devil. The Swamp Devil should arrive in Brillion in late June.

NEW BUSINESS:

Mertens asked is a resolution has been achieved in the Schultz's sump pump line connection. Geiger stated that Schultz was going to contact a plumber to see if the option given to him would work.

ADJOURNMENT:

Meeting adjourned at 7:29 PM.

Joy L. Buboltz
Deputy Clerk/Treasurer