

(Unapproved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

July 15, 2019

Brillion City Center

6:00 pm

CALL TO ORDER:

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

ROLL CALL:

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

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE JUNE 17, 2019 WATER AND SEWER UTILITY MEETING:

Motion – Boldt moved to approve the June 17 2019 Water and Sewer Utility Meeting minutes. Seconded by Mertens. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

1. Certificate of Payment #1 – Kruczek Construction – Water Transmission Main Project:

Motion – Schwahn moved to approve the Water and Sewer Utility operating vouchers in the amount of \$247,189.86. Seconded by Boldt. Call vote taken. Motion carried unanimously.

2. Equipment Replacement Fund – Crane Engineering Sales:

Motion – Mertens moved to approve the expenditure from the Equipment Replacement Fund, in the amount of \$7,519.48, to Crane Engineering Sales. Seconded by Boldt. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2019 Projects:

I. Market Street Reconstruction Project/Update:

Geiger reported that per Ron Wolf, McMahan, DeGroot is hoping to start August 12th. The final completion date for the project is September 13, 2019. Geiger reported that he conducted a

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walkthrough of the affected properties with the subcontractor, except for one homeowner who was on vacation. He is hoping to do a walk through on that property soon.

B. Water Transmission Main Project – Update:

Geiger reported on the progress of the project. He explained that abandoned services were found on Calumet Street. They will do the “hook up” of the towers at the end of the project. It is hoped that they will be completed with the project in approximately two (2) weeks.

Geiger reported that he is looking at having Kruczek replace some storm sewer basins before they leave.

MCO REPORT:

A. Monthly Superintendent Report/Update:

Litersky presented the Monthly Superintendent Report with the Commission.

B. Softener Repairs at Main Street Wells/Update:

Litersky reported that the manways were installed on a Wednesday, the nozzle was installed on a Thursday, and the gravel was installed in the bed on Friday. They run the Main Street Well during the day and run only Well #3 at night.

Right now it appears everything is working as it should be.

ENGINEER’S REPORT:

No report.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

A. Private Well and Holding Tank – W850 Center Road:

Geiger reported that the Ariens Company is requesting to install a private well and a holding tank on their property located at W850 Center Road. Geiger stated the Utility Commission needs to acknowledge this and approve this request. Since there is no future plans to extend water and sewer services out on Center Road, the Utility Commission can approve this request. Mertens asked if the Utility Commission approves this request are we “opening the door” for other individuals asking to install a private well and holding tank. Geiger stated no.

Motion – Mertens moved to approve the request from Ariens Company to install a private well and holding tank on their property located at W850 Center Road. Seconded by Levash. Call vote taken. Motion carried unanimously.

B. Well #5 Generator:

Geiger reported that the anticipated date for delivery is July 25th.

C. Plant Tour:

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The Utility Commission members will tour the Wastewater Treatment at their September meeting. The September meeting will start at 5:30 PM.

Other:

Geiger reported that he received a letter from the DNR regarding the replacement of lead services in the City. The first letter to the DNR was not accepted by the EPA. He will be having a conference call with a representative from the DNR to redo the letter.

He does not have an update on when the Swamp Devil Machine will be arriving in the City.

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

Buboltz reported that she will be sending letters to those delinquent water and sewer accounts stating that nonpayment of their past due water and sewer bill will be sent to the State to be collected through the State Debt Collection Program.

Buboltz also commented that it is hoped to be using the new Beacon Software for the next water and sewer billing.

Geiger reported that the Tough Pad for the new meter reading system has arrived.

OLD BUSINESS:

A. Well #6 – Consider Location:

No report.

Geiger reported there is interest in the development of land located near the proposed Well #6 site. He will contact a representative from the Ariens Company reminding them of this possible well location.

NEW BUSINESS:

None.

ADJOURNMENT:

Meeting adjourned at 6:28 PM.

Joy L. Buboltz
Deputy Clerk/Treasurer