

(Unapproved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

January 21, 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, 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, Paul Much from MCO, and Deputy Clerk/Treasurer Joy Buboltz.

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE DECEMBER 17, 2018 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the December 17, 2018 Water and Sewer Utility Meeting minutes. Seconded by Mertens. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

2018 Vouchers:

Motion – Krueger moved to approve the 2018 Water and Sewer Utility operating vouchers in the amount of \$26,452.94. Seconded by Boldt. Call vote taken. Motion carried unanimously.

2019 Vouchers:

Motion – Mertens moved to approve the 2019 Water and Sewer Utility operating vouchers in the amount of \$23,189.47. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2019 Project – Consider Project Area:

Geiger reported the targeted area for the 2019 Project is Elm Street and Market Street. He explained the borrowing that was not utilized by the Fire Department would need to be paid back if not used. The City could then re-borrow those funds.

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Geiger explained there are seven (7) lead services along the Transmission Main route that will be replaced with that project, which will cover the shortfall of lead services that needed to be replaced in 2018. He reported there are twelve (12) lead services that will need to be change with the 2019 I/I Project (Market Street and Elm Street). Tom Kees, 218 N. Main Street, recently removed his lead service and there is another resident in the City that is also looking at removing their lead service in their home. With the Market and Elm Street Project, the 218 N. Main Street, and if the resident in the City would change their lead service, the Utility would only need 2-3 more homes to replace their lead service to meet the 7% in 2019.

Geiger reported he will be having a “face to face” meeting with the DNR and will try to negotiate to get the percentage of lead services replaced in the City lowered. He did contact the Attorney with MEG for possible assistance with this.

Litersky explained we are in a “rule” where we need do investigating on the lead services. Currently they are using polyphosphate to assist with this, but it is taking a long time (possibly up to a year) to see results. They are sampling more and Hawkins will pay for sampling up to a certain percentage. It might be possible to increase the dosing rate of the polyphosphate. Basically we are coating the lead pipes. Ultimately the DNR wants to get the lead out of the ground.

Geiger stated he would like to get the 2019 I/I Project out for bid as soon as possible. He would like to bid this Project as two (2) separate projects and if we can have the DNR agree to lower the percentage of lead services that need to be replaced each year to possible 3% then one of the streets (preferable Elm Street) could be eliminated. Topo surveying has already been done on the streets.

Krueger asked is the City has an ordinance that requires property owners to replace their lead service in their home. Geiger stated yes. If the City/Utility replaces their lead service up to the property owner’s curb then the property owner must replace their lead service.

Motion – Mertens moved to recommend to City Council to bid the 2019 I/I Project as two separate projects. Seconded by Schwahn. Call vote. Motion carried.

MCO REPORT:

C. Monthly Superintendent Report/Update:

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

1. Replace a hydrant on the corner of Fawn and Hiawatha.
2. Repaired/replaced a curb stop on W. Water Street.
3. One more hydrant needs to be replaced and the hydrant by Kwik Trip has been repaired.
4. The blower motor needs to be replaced by the WWTP, at a cost of \$2,600. This will be on the February agenda for approval.
5. Salt tanks have been cleaned and the new salt is in.
6. The emergency stop on the generator at Well #5 is bad. It was noticed there is lots of vibration. This generator is under warranty.
7. Flushing of hydrant by Professional Plating, which is done quarterly.

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8. New pump for Ryan Street is in.

Other:

Much reported he was contacted by a representative at Professional Plating regarding the high zinc levels. Professional Plating is in agreement to do more sampling testing out of their facility. Professional Plating would like to have the Utility do sampling once a week for a month. Much sent Professional Plating the cost to do this. The DNR is requiring more sampling to be done.

ENGINEER'S REPORT:

Kappell reported on the following:

1. Transmission Main Project is likely to start in April.
2. The Chloride Report was submitted to the DNR on December 27th. The chloride concentration decreased this time. They will be evaluating using other chemicals to reduce the chlorides in the City's system. They will be looking at reusing alternatives, i.e. brine, this year. The next Chloride Report is due December 31, 2019.
3. The Phosphorus Removal Report is due by June 30, 2019. They will be looking at phosphorus removal options and the discharging of the phosphorus. A survey may be sent to customers to complete.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

No report.

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

Gosz reported that the 2018 Audit is in process. She asked the Commissioners if they would like to receive their packet of information for the Utility meetings via email. If so, to send her their email addresses.

Buboltz reported that she will be switching from the Connect Software to Beacon Software for utility meter reading. She also reported that she is working on direct payments of utility bills.

Krueger commented on residents receiving their utility bills via email. Buboltz explained that she will place a message on the utility bills regarding this as soon as she is able to.

OLD BUSINESS:

A. Lead Water Service Line Replacement/Education:

Mertens asked if Geiger has heard any more information from the DNR regarding the cleaning of the Brillion Marsh. Geiger stated he was informed that the dredging machine will be going to the Horicon Marsh this year and is hoping that machine will then come to Brillion after that. He reminded the Commission that the dredging machine is federally owned.

Geiger stated that residents are being informed on the lead water service line replacement via water bills, notices in the newspaper, and on the City's website.

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C. Well #6 – Consider Location:

No report.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Mertens. Motion carried unanimously. The meeting was adjourned at 6:59 pm.

Joy L. Buboltz
Deputy Clerk/Treasurer