

(Approved)

**WATER AND SEWER UTILITY COMMISSION  
Minutes**

**January 20, 2020**

**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, Alderperson Joe Levash, Russ Boldt, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Mayor Gary Deiter, City Administrator Clerk/Treasurer Lori Gosz, Public Works Director Andy Geiger, Paul Much from MCO, Pete Litersky from MCO, Tony Kappell from McMahon and Deputy Clerk-Treasurer Joy Buboltz.

**GUESTS:**

None.

**APPROVAL OF AGENDA:**

**Motion** – Boldt moved to approve the agenda as presented. Seconded by Levash. Call vote taken. Motion carried unanimously.

**APPROVAL OF THE MINUTES OF THE DECEMBER 16, 2019 WATER AND SEWER UTILITY MEETING:**

**Motion** – Krueger moved to approve the December 16, 2019 Water and Sewer Utility Meeting minutes. Seconded by Mertens. Call vote taken. Motion carried unanimously.

**APPROVAL OF VOUCHERS:**

**Motion** – Schwahn moved to approve the 2019 Water and Sewer Utility operating vouchers in the amount of \$56,300.34. Seconded by Mertens. Call vote taken. Motion carried unanimously.

**Motion** – Levash moved to approve the 2020 Water and Sewer Utility operating vouchers in the amount of \$22,475.38. Seconded by Krueger. Call vote taken. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**INFLOW & INFILTRATION REDUCTION PROJECT:**

**A. 2020 Projects:**

**I. Elm Street Reconstruction/Jackson Lead Service Projects:**

Geiger reported that the City Council approved moving forward with the proposed 2020 Utility Projects; Elm Street Reconstruction and the Jackson Street Lead Service replacement. He reported that DeGroot is willing to honor last year's pricing for Elm Street. A Change Order will be drafted by Ron Wolf, McMahon. This project should be on the top of DeGroot's list of projects to be done in 2020.

(Approved)

Geiger reported that the first round of lead sampling test was done and the results came back favorable. A second round of lead sampling will be done soon and if those results come back good we should be taken off the list of required lead sampling testing. Geiger stated he wants to continue replacing lead water lines in the City even if the second round of testing comes back good.

Levash asked when the property owners, affected by these two (2) projects, will be notified of these projects. Geiger stated the affect property owners will be send letters in early part of February.

### **MCO REPORT:**

#### **A. Monthly Superintendent Report/Update:**

Litersky reviewed his Monthly Report. He reported that two (2) furnaces have been replaced; RAS building and at the Main Street Well. They also needed to replace the spent back wash pump. This replacement was considered an emergency replacement.

Litersky reported that one (1) of the blowers at the WWTP is no longer working. This blower won't be repaired until needed.

Litersky commented on the flushing of a hydrant by Professional Plating and the flushing of a hydrant in front of the high school.

Litersky informed the Commission of a water complaint he received from Mark Kuchenbecker's business at 910 W. Ryan Street. Kuchenbecker stated he received two (2) complaints on the City's water. Litersky explained the steps he took to test the water from that building. Nothing out of the ordinary was found. This will be monitored.

### **ENGINEER'S REPORT:**

#### **A. Water Main Loop:**

Kappell presented to the Commission two (2) options for a water main loop for the west side of the City. The north loop option would be from Hacker Road to Northway Drive (via Binsfeld property). The south loop option would be from Carstens Drive to Northway Drive (via property in the City). There is also a segment from 10/HR to Achievement Drive which would also be a part of either chosen loop option. The cost for the north loop option is \$572,195 and the cost for the south loop option is \$481,325.

Geiger stated he doesn't see the City being able to get across the Binsfeld property. He suggested the south loop option. With this option, the City might be able to acquire some water and sewer users.

Levash asked with this water main loop are we gaining much. Geiger stated the City might be avoiding potential problems. We might not gain any new customers right away, but it would be a feasible option for possible development in the future. He stated that to the north and east of the City would be favorable development areas for the City to grow to.

(Approved)

Kopidlansky stated he thought in the past it was mentioned that there could be a water pressure issue with going to the north of the City for development. A water tower maybe needed there. He suggested investigating this concern. Kopidlansky asked if there is a contingency plan in place. Litersky stated with Hietpas Construction nearby most issues are taken care of fairly quick.

Discussion followed.

Wittmann suggested looking at the ductile and maybe look at replacing the mains in that area and suggested obtaining a cost on that.

**B. Noncompliance Report for Overflows at WWTF:**

Kappell reported that he hasn't received a formal response at this time. He submitted proposed modifications to the DNR on December 7<sup>th</sup> and is waiting for their approval.

**C. Annual Chloride Report:**

Kappell reported that he submitted the City's Annual Chloride Report on December 31<sup>st</sup>. He noted that the effluent chloride concentration appears to be trending downward somewhat. He also noted that there was a spike in chlorides in March 2019 which could have come from snow melt or road salts run off. A chloride spike happened in March of 2018 also.

Kappell reported on the efficiency at the Wells. Litersky reported that the resin is going well for our numbers.

Kappell is looking at areas to use the brine from the Wastewater Treatment Plant. He noted that this type of brine is very diluted. He will continue to look at the use of brine for the next three (3) years, since it is part of the Annual Chloride Report.

**CHAIRMAN:**

No report.

**PUBLIC WORKS DIRECTOR:**

**A. Well #5 Generator:**

Geiger stated that the generator at Well #5 has been switched out and vibration on the module is still there. The yearly preventive maintenance on this generator is due. The generator is not starting and they will need to find out why it is not starting. Krueger asked is the work being done on this generator falls under warranty. Geiger noted that at this time the Utility has not been charged for it.

Geiger stated we need to first of all find out why the generator is not starting and then find out why the vibration is still occurring.

**B. Commercial User Survey:**

Geiger reported that the surveys have been given to Kappell to compile the results.

**CITY ADMINISTRATOR/CITY CLERK/TREASURER:**

(Approved)

No report.

**OLD BUSINESS:**

**A. Lead Water Service Education:**

Litersky reported on the lead sampling results received.

Litersky distributed a copy of a “Conducting A Drinking Water System Materials Inventory” flyer. He reported that the DNR wants to have each municipality conduct a distribution systems inventory by June 2023 of what type of pipes are in each home in that municipality; i.e. copper, lead, pvc, etc. The DNR is stating that if it can’t be determined what type is in a home to assume that it is lead.

**B. Well #6 – Consider Location:**

Nothing new to report.

**Other:**

Mayor Deiter asked the status of the backflow preventer program in the City. Litersky stated the Utility still provides backflow preventers to homes when needed. The Utility still conducts cross connections and does send that information to the State.

**NEW BUSINESS:**

**A. 2020 Budget/5 Year Capital Plan:**

Gosz reported that a 10 Year Capital Plan was drafted. Included in the proposed 2020 Sewer Budget is a request for a 3% rate increase. She will also be discussing with the City Auditors the possibility of a simplified water rate increase.

The 2020 Water and Sewer Utility Budgets were reviewed. Krueger noted the decreased revenue in the water of industries. It was suggested adding an additional \$25,000 to the industrial water revenue account. Litersky stated it is very important to pull a well every five (5) years.

**Motion** – Krueger moved to approve the 2020 Water and Sewer Utility Budgets and to add \$25,000 to the industrial revenue account in the Water Utility Budget. Seconded by Levash. Call vote taken. Motion carried unanimously.

**B. Sewer Rate Increase:**

**Motion** – Krueger moved to apply for a 3% sewer rate increase to be effective with the 2<sup>nd</sup> quarter billing cycle. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

**ADJOURNMENT:**

Meeting adjourned at 7:32 PM.

Joy L. Buboltz  
Deputy Clerk-Treasurer