

**UTILITY COMMISSION COMMITTEE MEETING**

**September 21, 2021**

**Brillion City Center**

**6:00 PM**

**CALL TO ORDER** by Chair Jeff Wittman at 6:00 pm.

**ROLL CALL**

**Present: Chair** Jeff Wittman, Vice Chair Dave Schwahn, Mary Jo Krueger, Russ Boldt, Leonard Kopidlansky, Dan Farrell, Joe Levash Council Rep

**Also Present:** Mayor Mike Smith

Staff: Peter Wills, Administrator, Andy Geiger, Patty Schreiber

**Guests:** Paul Much-MCO, Pete Litersky-MCO, Tony Kappell-McMahon

**APPROVAL OF AGENDA:**

**Motion:** Schwahn moved to approve the agenda as printed. Second by Krueger. All in favor. Motion carried.

**APPROVAL OF MINUTES**

**Motion:** Boldt moved to approve the minutes of the August 16, 2021 Water and Sewer Utility Meeting. Second by Levash. Krueger brought to the attention of the board some errors in the minutes and asked if they could be corrected and brought back. Boldt rescinded his motion. Levash rescinded his second. The August 16, 2021 minutes will be included in the October meeting.

**APPROVAL OF VOUCHERS:**

**Motion:** Krueger moved to approve the Utility Vouchers as listed. Second by Farrell. All in favor. Motion carried.

Water Tower Clean & Coat invoice was explained. With Frontier outage recently it was discussed being able to switch over to Cellcom if need be.

**CITIZEN INPUT:**

none

**INFLOW & INFILTRATION REDUCTION/LEAD SERVICE PROJECTS**

nothing to report

**MCO REPORT**

TFO/SSO event on August 28. Sanitary overflow at Peter's Park.

The City of Brillion's DNR contact has changed. Will be notified when we receive a new representative. Nothing to report at the plants at this time.

Lead service report was reviewed. Ordinance requires full lead service replacement when either party begins the replacement process.

Flushing completed today. No resident complaints were received.

Two additional sump pump cross connections were found in the last month. Home owners was given until the snow flies to correct. Educating is part of the process. Looking to create educational flyer.

Received a quote for a partial upgrade to the Ryan Street Lift station. The partial quote amount is \$20,000 and a complete upgrade is approximately \$38,000. Suggested to go with the complete upgrade

when the partial is greater than 50%. Because the bid request was for a partial upgrade the 2<sup>nd</sup> bidder backed out. It was felt a second bid would be obtainable if the scope of the project changed to a full upgrade. Wittman and Levash both support the full upgrade. The complete quote is five pages long and will be included in future meeting packets.

Almost complete with meter changes. Large meter testing has started.

## **ENGINEERS REPORT**

### **Update - WWTP Upgrade Plan**

Essentially complete with the cost effective analysis. Meeting Tuesday, October 5 at Brillion to present alternatives and receive feedback. Next step is to compile the input from the meeting, make requested changes and proceed with the plan. Looking at November time-frame to present to the Utility Commission.

### **Update-DNR – NON for WPDES Permit for Chloride Source Reduction measures**

Still have not heard back from the DNR to find out how they want to handle.

## **CHAIRMAN**

nothing to report

## **PUBLIC WORKS DIRECTOR**

Geiger reviewed the 5 year street maintenance plan. New base is anticipated on Homewood, Sunrise Circle, and Valley View. As the schedule goes out in years the budget numbers are a rough anticipated estimate. ARPA recommends to commit full amount toward lead services. Have not heard back from Calumet County with regards to our request.

## **CITY ADMINISTRATOR**

### **SEWER RATE STUDY PROPOSAL**

Reached out to Amber Drewieske with CLA regarding a sewer analysis which was recommended. A sewer analysis does not go through the PSC. A rate increase Utility Commission recommends to Council and Council approves. The analysis would not exceed \$6,500. The report would tie in all projects including WWTP upgrade. Scope of the study would include expected expenses over the next 5 to 10 years and set progressive sewer rates indicating where they need to be to cover future projects. Suggested to bring to the next meeting a comparison of the 3<sup>rd</sup> quarter sewer to the 2<sup>nd</sup> quarter to understand the impact of the summer sewer credit.

Wills will confirm the analysis quoted fees for 2022.

**Motion:** Krueger moved to include a five-year sewer rate study in the 2022 budget. Second by Schwahn. All in favor. Motion carried.

Litersky reviewed the DNR 2021 Sanitary Survey results. Utility reported zero cash on hand. Requires 90 days cash on hand. Wills review debt payment setup and cash structure. Need to restructure how the debts are set up and paid.

Received the MCO budget numbers from MCO today. Estimated \$11,260 increase.

Utility Commission budget meeting was set for October 5, 2021 at 5 pm.

## **CLERK/TREASURER**

nothing

**OLD BUSINESS**

**Well #6-Consider Location**

nothing to report

**NEW BUSINESS:**

Wills shared last night at the Committee of the Whole and Council meeting the Ariens annexation permit was accepted for the annexation of the Round Lake Farms. At this time there is no request for utilities. If there is such a request in the futuer it will be at Ariens expense.

The meeting was adjourned at 7:21 pm.

Patricia A Schreiber, Clerk/Treasurer