

UTILITY COMMISSION COMMITTEE MEETING

August 19, 2024

Brillion City Center

5:30 PM

CALL TO ORDER by Jeff Wittman at 5:30pm

ROLL CALL

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

Absent:

Staff: Patty Schreiber, Administrator; Heather Gilbertson, Clerk/Deputy Treasurer; Andrew Maertz, Department of Public Work Supervisor

Guests: Pete Litersky-MCO, Tony Kappell-McMahon, Paul Much-MCO, Amber Drewieske - CLA

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion: Levash moved to approve the minutes of the July 15, 2024, Water and Sewer Utility Meeting. Second by Farrell. All in favor. Motion carried.

APPROVAL OF VOUCHERS

Clarification of the voucher for USA Blue Book was made by Litersky.

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

CITIZEN INPUT – None

PROJECTS (I&I, LSL, General Utility)

Street Projects

Litersky reported that Pine Street is completed of Hieptas. The mains have been tied into Main Street and Francis Street. Lamers is starting home visits on Pine Street. Hieptas has moved to Oak Street to start cutting. Good feedback has been received from the residents; they keep things as clean as possible.

Lead Service Line Replacement – None

MCO REPORT

Monthly Report

Litersky reported that the digester was cleaned out by Great Lakes unexpectedly. While they were here, they jetted the reed beds as well. The sanitary inspection was done on August 14th. This was three hours long. Currently waiting on the final report. Litersky explained the process for manhole cover inspections. There are 406 manholes in the city. The city is split up for yearly cleaning and televising which includes 80 manhole covers. There is a process followed each year.

Deer Run Lift Station Pump Quote Approval

Litersky explained that the pump failed at the Deer Run Lift Station. Two quotes were received: Sabel \$6,546.25 and Crane \$5,512. Crane has the pump in stock.

Motion: Krueger moved to approve the Deer Run Lift State Pump Quote from Crane Engineering. Second by Schwahn. All in favor. Motion carried.

ENGINEERS REPORT

Kappell stated that the plans and specs for the Wastewater Treatment Plant were submitted the end of June and are still under review with the DNR. McMahon is working on the Clean Water Fund Application that is due the end of September. The city will need to adopt a reimbursement resolution at next month's meeting. Kappell will work with the city on this. Energy incentives are also being looked at through Focus on Energy and the DNR.

CHAIRMAN

Wittmann stated that Behnke asked about the bulk water rate not addressed with the fire department. Litersky stated that the numbers received from the fire department is for water loss only, not for invoicing the cost. The rate was set in 2009, should be updated.

PSC WATER RATE INCREASE CASE

Presentation was made by Amber Drewieske, auditor with CLA. The increase would need to be implemented within 90 days of the decision. Current timeline with the PSC is maximum of 200 days for them to process the case. Drewieske's hope is to have the application submitted by the end of the month. The two main things that PSC looks at is cash flow and debt ratio. The possible reasoning behind needing the full water rate case versus simplified is because it has been since 2016 when an increase occurred.

SEWER RATE INCREASE

RE24-17 Sewer Rate Increase December 2024

Schreiber explained this is for the next sewer rate increase. The notices put in the September billing for early notification.

Motion: Krueger moved to recommend to council the RE24-17 Sewer Rate Increase December 2024. Second by Levash. Call vote. All in favor. Motion carried.

CLERK TREASURER - None

OLD BUSINESS – None

NEW BUSINESS – None

ADJOURNMENT

The meeting was adjourned at 6:38p.m.

Heather Gilbertson
Clerk/Deputy Treasurer