

UTILITY COMMISSION COMMITTEE MEETING

October 21, 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: Heather Gilbertson, Clerk/Deputy Treasurer; Andrew Maertz, Department of Public Work Supervisor; Patty Schreiber, Administrator; Nick Pues, Treasurer/Deputy Clerk

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion: Boldt moved to approve the minutes from August 19, 2024, September 16, 2024 and October 7, 2024. Second by Krueger. All in favor. Motion carried.

APPROVAL OF VOUCHERS

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

CITIZEN INPUT – None

PROJECTS (I&I, LSL, General Utility)

Street Projects

Litersky stated that the water main, Well 3 valves and the Cleveland Street hydrant are done on E. Water Street.

Maertz reported that he spoke with Wolf in regard to project not moving along, residents are unhappy. Al Dix Concrete is handling curb, gutter and sidewalks and MCC is doing the asphalt.

Lead Service Line Replacement

Litersky sent the inventory to the DNR by October 16th and he is waiting for a response. The residents with “unknown material” may receive a letter.

MCO REPORT

Monthly Report

Litersky reported that since Hietpas was in town, the reed bed valve was repaired. Asphalt patch were done from the main breaks previously in the year. The asphalt patches are complete from the breaks in Round Lake Road. These repairs will be from the city budget. Deer Run Lift Station Pump was installed. Litersky included a picture in the packet of all the pipe that was found in the intersection of Francis and Water Street. All pipe has been replaced with 10”.

MCO Contract

Much spoke on behalf of MCO. The contract presented is a five-year contract with the same terms. There is a difference invoicing the samples. Previously they were invoiced in a lump sum however due to some changes by the DNR, MCO will be invoicing per lab sample. MCO offers a 25% discount off an already low rate. 2.45% increase from last year. They also received a good health insurance plan that did not increase much. Discussion was to look at other labs that could complete the sampling. A certified lab must do the sampling.

Motion: Schwahn moved to recommend to council the five-year MCO Contract. Seconded by Farrell. Call Vote. All in favor. Motion carried.

ENGINEERS REPORT

Kappell reported the Clean Water Fund application was accepted. McMahon also plans to submit for 2026 funding for back up as well. The DNR received more applications than funding available for 2025. The funding list will be published in January. The 90 day extension requested for the Wastewater Treatment upgrade is coming due the end of October. Kappell is hopeful an approval letter will arrive soon. Cyber security was discussed at a previous meeting, Kappell stated they are working on a memo that outlines the elements in the design for informational purposes. He will have more next month.

CHAIRMAN – None

PSC WATER RATE INCREASE CASE

Schreiber received an email for more information that she submitted to CLA for a response.

CLERK TREASURER

2025 Budget

Litersky spoke on the sewer budget first. Generating cash on the sewer side due to rate increases. The money should be separated into different funds to be sure the money is there, such as the equipment replacement fund and reed beds. A new panel will be needed at the Fawn Ridge Lift Station next year. The Deer Run Lift Station panel was replaced this year. Litersky spoke on the water budget next. The softener budget was raised quite a bit. Well 5 is high in iron. Resin Cleaning quotes for Salt Saving vs Standard were discussed. The salt raised \$25,000 due to iron issues.

The overall concern was the budget shortfall that revenues do not usually meet. The utility budget is not required to be balanced like the city budget. Questions were raised about the Quarterly Revenue Water Sales Report. The numbers do not match the financials. This is due to Move In/Outs, late fees, and December being an estimate. Going forward the commission would like to see comparative numbers sooner than they have in the past. Outside services decreased even though they were over in 2024. This is usually reserved for IT invoices, however the digester needed to be cleaned out and this is where those funds came from.

Motion: Krueger moved to approve the 2025 Utility Budget. Seconded by Farrell. Call Vote. All in favor. Motion carried.

OLD BUSINESS – None

NEW BUSINESS – None

ADJOURNMENT

The meeting was adjourned at 7:26p.m.

Heather Gilbertson
Clerk/Deputy Treasurer