

## UTILITY COMMISSION COMMITTEE MEETING

January 20, 2025

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

**Guests:** Pete Litersky-MCO, Tony Kappell-McMahon, Ron Wolf-McMahon, Wes Kempen

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

Farrell stated he found grammatical errors. He will share them with Gilbertson to correct.

**Motion:** Boldt moved to approve the minutes December 16, 2024. Second by Krueger. All in favor. Motion carried.

### APPROVAL OF VOUCHERS

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

**CITIZEN INPUT** – None

### PROJECTS (I&I, LSL, General Utility)

#### Street Projects

Wolf spoke about upcoming street projects. Washington Street is the water main and pipe bursting laterals to the homes. Valley View and Bentwood have minor utility repairs. The goal is to wrap everything up by the end of January/beginning of February for early bidding. Washington Street contract will be separate from Valley View and Bentwood with a work timeline of June – August.

**Lead Service Line Replacement** - None

#### TID 5 – BW, LLC Spring Creek Project – Utility Portion

Maertz spoke on this topic. Himself, Schreiber, Wolf and Litersky met with Brillion Works about this project. Stantec presented with a plan for relocating utilities to complete the Spring Creek reconstruction. The utility portion of the project is not covered by the grant. The commission agreed this would not be their responsibility to fund, the city or developer would need to cover the cost of moving the utilities.

#### Maple Ridge Subdivision Utility Acceptance

Wolf stated this is a formal step in the process of accepting the subdivision. There was some valve box and curb stop damage. This is completely normal to happen in the development of subdivisions. The work can be added into the road project before the first layer of asphalt is done. Wolf will supply the commission with a punch list of what needs to be corrected. The commission then can decide whether

to accept conditionally based on the damage being fixed or hold off to accept once the damage is fixed. The developer is responsible for making the fixes. This should not hold up the road project.

## **MCO REPORT**

### **Monthly Report**

Litersky reported on several items. The screw pump gear box was switched due to the original one leaking oil. The last water main break for 2024 was Beach and N. Francis Street. This brings the total amount of water main breaks in the city to five for 2024. The first break for 2025 was at the south entrance to the trailer park. The water was turned off. Bids for the Deer Run Lift Station are due January 31, 2025. So far Litersky has received questions and onsite visits from Energetics and PJ Kortens.

## **ENGINEERS REPORT**

### **Monthly Report**

Wastewater Treatment Plant upgrade is coming along. The bidding for these projects will be out soon. Bid opening is scheduled for March 13, 2025 at 2:00pm. This is usually an online process as most of the bids come through that way. Kappell has been working with Schreiber and Worth on the funding of the project.

Permits reissued with the proposed BOD limits. MEG has been working with Kappell on reviewing the information on the stream classification. MEG did not see a legal argument for this however during the two-week fact check period, MEG will continue to review.

### **2024 Annual Chloride Report**

Kappell stated that on December 30, 2024 the report was submitted to the DNR. He received a response on January 7, 2025 as approved with no follow up questions.

**CHAIRMAN** - None

### **PSC WATER RATE INCREASE CASE**

The city is waiting on a public hearing date. The estimated rate increase is 25% per letter attached in the packet.

**CLERK TREASURER** - None

**OLD BUSINESS** – None

Farrell asked about an extra account that appeared in the reserves report. Schreiber reviewed and stated that it was a duplicate line. Discussion around the leaves in the catch basins was had as well.

**NEW BUSINESS** – None

### **ADJOURNMENT**

The meeting was adjourned at 6:27 p.m.

Heather Gilbertson  
Clerk/Deputy Treasurer