

**UTILITY COMMISSION COMMITTEE MEETING  
JOINT WITH COMMITTEE OF THE WHOLE**

**April 21, 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, Joe Levash, Mary Jo Krueger

**Absent:**

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

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

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**Motion:** Levash moved to approve the minutes March 17, 2025. Second by Krueger. All in favor. Motion carried.

**APPROVAL OF VOUCHERS**

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

**CITIZEN INPUT** – None

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

**Street Projects**

No update.

**Lead Service Line Replacement**

No update.

**MCO REPORT**

**Monthly Report**

Litersky reported three boxes of bottles were received for PFA sampling from the EPA. They are required to take samples at all entry points. There is no charge to the city for sampling and shipping. They are in the process of flushing hydrants. Started today and will continue for the next week and a half. Sewer cleaning was completed. Litersky stated they had good televising for Main Street. There was a large mineral deposit on the north end. Litersky will continue to collect the data for future projects. Meter changes are going well. They received 76 callbacks from the 120 letters that were sent out. First and Second Notices are mailed, third notice is delivered by the police department. Some of the churches have decided to change their meter sizes with the commercial meter exchanges. Manholes were checked on Lee and Columbus, a few are leaky, they will be added to the list for manhole repair.

## **ENGINEERS REPORT**

### **Monthly Report**

Kappell touched on the emails with the DNR regarding the EPA comments on the proposed chloride variance. Kappell revised the Source Reduction Measures Plan to include a collection system survey as recommended by the EPA on April 11, 2025. The DNR will submit to the EPA for approval.

### **Recommendation for award of Wastewater Treatment Facilities Improvements Project Contract**

Kappell stated that bid opening was April 3<sup>rd</sup>. The bid range was \$22,354,000.00 - \$23,527,000.00. The low bidder was CD Smith Construction with a base bid of \$22,354,000.00 and the following alternate bids: replace ductile iron pump suction piping and isolation valve in the pump room and flange and flare elbows in the wet well at the Main Lift Station, \$99,000 addition; provide stainless steel piping system in lower level of pump building in lieu of coated ductile iron piping system shown, \$67,000 deduct; gas engine-driven generator sets – Cummins Alternate, \$10,000 deduct; stainless steel sluice gates & slide gates, \$5,000 deduct; skid mounted booster pump system, \$5,000 deduct; open screw lift pumps, \$10,000 deduct.

**Motion:** Farrell moved to recommend to council to accept CD Smith Construction bid of \$22,356,000.00 for the Wastewater Treatment Facilities Improvements Project Contract. Second by Krueger. Call Vote. All in favor. Motion carried.

### **Recommendation for award of 16-Inch Wastewater Force Main Contract**

Kappell stated that bid opening was March 20<sup>th</sup>. The bid range was \$1,333,525.82 - \$2,198,428.10. The lowest bidder was De Groot, Inc in the amount of \$1,333,525.82.

**Motion:** Krueger moved to recommend to council to accept De Groot, Inc bid of \$1,333,525.82 for the 16-inch Wastewater Force Main Contract. Second by Schwahn. Call Vote. All in favor. Motion carried.

### **McMahon Agreement – Construction Phase Services and Funding Administration Services Agreement**

Kappell explained this is for construction phase services and funding administration for contracts for Wastewater Treatment Facility Improvements and 16-inch Wastewater Force Main. Compensation breakdown is as follows: construction basic services (WWTF) \$275,000 lump sum, construction observation services (WWTF) \$230,000 time and expense (estimated); construction basic services (Force Main) \$40,000 lump sum; Construction Observation Services (Force Main) \$35,000 time and expense (estimated); construction staking services \$10,000 time and expense; post-construction services \$75,000 lump sum; CWF funding administration \$30,000 time and expense (estimated).

**Motion:** Kopidlandsky moved to recommend to council McMahon Agreement – Construction Phase Services and Funding Administration Services Agreement. Second by Boldt. Call Vote. All in favor. Motion carried.

### **PAY OFF SEWERAGE SYSTEM REVENUE BOND ANTICIPATION NOTES - \$700,000**

If choosing to pay off the \$700,000 BAN the motion will need to recommend to Council that the City Pay Off the \$700,000 portion of the 2023 Sewerage System Revenue Bond Anticipation Notes with funds on hand simultaneously with the \$900,000 portion that will be refunded with the CWF loan.

**Motion:** Farrell moved to recommend to council the intent to payoff the \$700,000 BANs with funds from checking account. Second by Krueger. Call Vote. All in favor. Motion carried.

### **RE25-05 SEWER RATE INCREASE**

**Motion:** Farrell moved to recommend to council to approve RE25-05 Sewer Rate Increase. Second by Krueger. Call Vote. All in favor. Motion carried.

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

No update. Public Hearing was April 16<sup>th</sup>. Public comments were open until April 18<sup>th</sup>.

**CHAIRMAN** – None

**CLERK/TREASURER**

**Renew 3 CDs: 2017B Water Bond Rsv CD, Sewer Equipment Replacement Fund CD, Depreciation CD**

Schreiber included a memo with the rates available at each financial institution in the city. Current amounts: 2017B Water Bond RSV CD \$203,500; Sewer Equipment Replacement Fund CD \$328,300; Depreciation CD \$171,500.

**Motion:** Farrell moved to approve the investment of the CDs into State Bank of Chilton IntriFi Cd at the rate of 4.25%. Second by Levash. Call Vote. All in favor. Motion carried.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**ADJOURNMENT**

The meeting was adjourned at 6:24p.m.

Heather Gilbertson  
Clerk/Deputy Treasurer