

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

May 19, 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, Dale Faris

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion: Farrell moved to approve the minutes April 21, 2025. Second by Schwahn. All in favor. Motion carried.

APPROVAL OF VOUCHERS

A request for a complete breakdown of the cost of the water rate increase case was made.

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

CITIZEN INPUT

Dale Faris – 336 Homewood Drive

Faris attended the town hall meeting held with the mayor. He asked a lot of questions regarding the sewer rate increase. When Faris received his letter, he was not aware that the base and usage charges would be going up. That was not made clear during the town hall meeting. Faris felt the residents were blindsided by this large increase including the base charge increase. People in the city are living on a fixed income and to not be aware that both base and usage charges were increasing is a shock. The information should have been made clear at the town hall meeting.

PROJECTS (I&I, LSL, General Utility)

Street Projects

No update.

Lead Service Line Replacement

Litersky stated that a lead service on Trier Street is leaking. Hieptas will run a new line tomorrow.

Main Street Well Booster 2 RFP Approval

Litersky shared that two proposals were received. CTW Corporation for \$4,790, and Municipal Well for \$8,000. Litersky would recommend going with CTW Corporation. The money is in the budget and this was planned for. The supplemental prices on the proposals are for worse case scenario, meaning if everything needs to be replaced, that would be the additional cost.

Motion: Schwahn moved to approve CTW Corporation with a proposal lump sum amount of \$4,790.00. Second by Levash. All in favor. Motion carried.

MCO REPORT

Monthly Report

Litersky reported that PFA sampling was done but did not have an update at this time. The results need to be sent to the EPA first. Northern Lake will let Litersky know when the results are released. Flushing and fire flows are complete. This went well. The CCR will be mailed in the June utility bill. This is required by the DNR. Litersky pointed out that on the last page it shows a violation. "Actions Taken" section explains why this violation is listed. Meter changes are going great. Response from the residents has been great. The commercial meters will be completed in fall. The phones have been down at the wastewater treatment plant due to Cellcom being the carrier.

CMAR

Litersky explained that the grades on based on no exceedances, which we did well on. The Collection Statement on the bottom includes future projects as well.

Motion: Schwahn moved to approve the CMAR for 2024. Second by Farrell. All in favor. Motion carried.

RE25-07 City of Brillion CMAR Report

Motion: Levash moved to recommend to council RE25-07 City of Brillion CMAR Report. Second by Krueger. All in favor. Motion carried.

ENGINEERS REPORT

Monthly Report

Kappell reported they continue to work with the contractors on the Wastewater Treatment Upgrade and the Force Main projects. They are working on scheduling a pre-construction meeting for the Wastewater Treatment upgrade, possibly June 3, 2025 at 9:00am. These meetings are typically an hour or less. Multiple members of the commission are interested in attending therefore this will be posted as a possible quorum.

WASTEWATER TREATMENT FACILITY UPGRADE

RE25-10 Non-Interest-Bearing Bank Account

Schreiber explained this is required by the loan, the separate draws must be deposited into this account. The same signers will be listed. The account is at State Bank of Chilton.

Motion: Farrell moved to recommend to council to RE25-10 Non-Interest-Bearing Bank Account. Second by Boldt. All in favor. Motion carried.

Ownership and Easement Rights Certification

Schreiber explained this is required by the DNR for the mayor to sign.

Motion: Krueger moved to recommend to council the Ownership and Easement Rights Certification Second by Farrell. All in favor. Motion carried.

Request for Disbursement #1

Schreiber explained this is for engineering.

Motion: Boldt moved to recommend to council the Request for Disbursement #1. Second by Kopidlansky. All in favor. Motion carried.

PSC WATER RATE INCREASE APPROVAL

Schreiber explained the percentage is set. The effective date will be June 2, 2025. The notification is required to be posted in the three locations where agendas are posted and, in the location where the bills are paid. Commission would like a stuffer added in the bill explaining there is an increase and reference to the website for further details.

Motion: Farrell moved to implement the water rate increase on June 2, 2025. Second by Kopidlansky. All in favor. Motion carried.

CHAIRMAN

Wittmann stated that going forward the commission would like to be involved in letters that go out to the residents since their names are listed on the bottom. The letter about the most recent sewer rate increases never explained why there was a rate increase and that should have been included.

CLERK/TREASURER - None

OLD BUSINESS – None

A question was asked about the grants for the project. Kappell confirmed the principal forgiveness and Focus on Energy are confirmed. All the final numbers are complete. There was a discussion of doing another water rate increase through the simplified process. Schreiber will speak to CLA auditors about recommendations however feel maybe best to hold off till the end of the year since the residents have been hit with a lot of utilities increases lately.

NEW BUSINESS – None

Discussion was had surrounding the gallons treated for salt. Litersky stated to give it a few months as the hope is it will level off. Also, Wittmann will be out of town for the June meeting, Schwahn will run the meeting.

ADJOURNMENT

The meeting was adjourned at 6:32 p.m.

Heather Gilbertson
Clerk/Deputy Treasurer