

## UTILITY COMMISSION COMMITTEE MEETING

April 18, 2022

Brillion City Center

5:30 PM

**CALL TO ORDER** by Chair Jeff Wittman at 5:30 pm.

### ROLL CALL

**Present:** Chair Jeff Wittman, Vice Chair Dave Schwahn, Mary Jo Krueger, Russ Boldt, Leonard Kopidlansky, Dan Farrell, Joe Levash Council Rep, Mayor Mike Smith  
Staff: Austen Frederickson, Patty Schreiber, Mike Smith

**Guests:** Paul Much-MCO, Pete Litersky-MCO, Tony Kappell-McMahon, Andy Geiger, Will Braden

### APPROVAL OF AGENDA:

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

### APPROVAL OF MINUTES

**Motion:** Farrell moved to approve the minutes of the March 21, 2022 Water and Sewer Utility Meeting. Second by Boldt. All in favor. Motion carried.

### APPROVAL OF VOUCHERS:

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

**CITIZEN INPUT:** none

## INFLOW & INFILTRATION REDUCTION/LEAD SERVICE PROJECTS

### Sunrise Circle Update

Public Hearing is set for Tuesday, April 19, 2022, at 5:10 pm  
Frederickson updated the Commission on the public hearing set for April 19, 2022.  
Looking into lead services funding. Have not found anything yet.

## MCO REPORT

### Monthly Report

Litersky reported the splinter box saved us from a TFO with the April 5, 2022, rainfall.  
Received the lead and copper results. Passed in the 90<sup>th</sup> percentile.  
Hydrant flushing is going on now. The water showed it was time. Nothing too terrible.  
Yearly sewer bids are on the agenda for approval.  
Spring Creek manhole inspections need to be completed every two years. This was completed when the creek was high. All is in good shape.  
Meter changes will start after flushing is completed.  
Could not find a replacement door for the van (2006) so Enneper Garage fixed what we had. Brakes are bad.  
Enneper Garage submitted an estimate of approximately \$2,000 to fix. Will have Day Auto take a look.  
Tires are due for replacing as well. Replacement of the van is not in this year's budget. The truck (2005) transmission has a hairline crack. Fixed with silicone for now. Will monitor over the next couple of months. If silicone does not hold up it will need a new transmission.

### Yearly Sewer Bids

Received three bids. PLC Water Jetting is the lowest bid. Last two years we used Great Lakes.  
Used PLC in the past and did good work.

**Motion:** Krueger moved to go with PLC Water Jetting. Seconded by Levash. All in favor. Motion carried.

**Reed Beds**

No update. Keeping on the agenda as a reminder. Will get Frederickson involved.

**ENGINEERS REPORT**

**WWTP Upgrade Plan Review**

McMAHON is currently working on the Final Compliance Alternatives Plan for effluent phosphorus compliance due June 30, 2022. A draft report will be available at next month's meeting. After June's submission, the WPDES permit compliance schedule requires submission of a progress report on the status of plans and specification for proposed WWTF improvements by June 30, 2023. Final plans and specifications for proposed WWTF improvements need to be submitted to DNR by June 30, 2024. Construction of proposed WWTF improvements for effluent phosphorus limit compliance need to be completed by June 30, 2027.

The Facility Plan is currently on hold pending more information on project financing. The Commission previously requested an estimate of the engineering fee for design of all recommended plan components for budgeting purposes. The current opinion of probable capital construction costs is \$13M to \$15M with contingencies. Based on industry standards of 5%-7 ½% of the construction cost, the design fee is estimated at \$750,000 to \$950,000. With McMAHON's knowledge of the existing WWTF, Kappell anticipates being on the lower end of the range once the actual scope of the project is determined. Next step is to finalize the Facility Plan. After that hold the public hearing sharing the recommended plan, associated costs and the impact on the sewer rates. When the public hearing portion is complete the design phase can begin. The commission needs to decide on the recommended plan. The DNR needs to approve the Facility Plan. DNR approval typically takes approximately 90 days, but they often request an extension.

**CHAIRMAN** Nothing to report

**PUBLIC WORKS DIRECTOR**

**Ariens - Glenview Water Tower Lease Agreement**

Frederickson updated the lease agreement and shared it with commission members. The changes/additions are in red. The updated lease agreement has been sent to Tammy Williams for feedback. The changes include those of the city attorney, Farrell and Mayor Smith. Frederickson suggested this agreement be with the City of Brillion as the City owns the property. Farrell expressed concern with some blanks in the agreement. The blanks will be filled in. The annual rent of \$3,600 was discussed. There will be an opportunity for an increase as time goes on. The lease rate is on the lower end but the comparatives are all money-making entities. Mayor Smith shared with the previous suggestions and notes he feels the agreement is good to go. Ariens has placed the equipment order minus the filling in of the dates, addresses, etc. Wittmann feels comfortable waiting to hear back from Ariens and their attorney.

**Well Property On Main Street (Funeral Home/City Property Agreement – Pielhop)**

Attorney suggested turning this into a public parking lot. Frederickson concerns this could backfire as there will be no control over parking when the funeral home has an event. The City does cross the funeral home apron to access the area. This becomes critical when well maintenance is being done. Levash requested to see the existing agreement. Pielhop did provide the agreement history; more of a statement of who was doing what. Geiger gave the proposal to Pielhop. Pielhop returned a counter

proposal. Geiger submitted the counter proposal to Attorney King. Farrell questioned if the Utility Commission has the jurisdiction on this. Litersky and Frederickson will get together with Pielhop and go over the area involved. Will also look into jurisdiction.

**CITY ADMINISTRATOR** No report

**CLERK/TREASURER**

Included in the packet is the March 1, 2022, billing information. The second report is a billing summary for Quarter 4, 2021 and Quarter 1, 2022. Ferrell requested adding one line of actual “gallons sold”.

**OLD BUSINESS**

Ferrell inquired if the water rate case study was submitted. Schreiber will verify. Annual sewer rate increase was discussed.

**NEW BUSINESS** none

The meeting was adjourned at 6:13 pm.

Patricia A Schreiber  
Clerk/Treasurer