

**UTILITY COMMISSION COMMITTEE MEETING**

**August 15, 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, Leonard Kopidlansky, Dan Farrell, Russ Boldt, Joe Levash Council Representative  
**Staff:** Austen Frederickson, Richard Johnston, Patty Schreiber

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

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**Motion:** Schwahn moved to approve the minutes of the July 18, 2022 Water and Sewer Utility Meeting. Second by Boldt. All in favor. Motion carried.

**APPROVAL OF VOUCHERS**

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

**CITIZEN INPUT** none

**INFLOW & INFILTRATION REDUCTION/LEAD SERVICE PROJECTS**

**Sunrise Circle Update**

Will be paving sometime this week. Residents are working on connecting the sump pumps.

**2023 Project Cost Estimate Breakdown**

Frederickson reviewed the cost estimate breakdown.

Frederickson and Johnston reviewed the basics of a storm water utility.

City Council approved at the last Council meeting. Grant options and what needs to be in place was discussed. Roadway costs are the only difference if going with concrete vs. blacktop. Wolff is working on cost estimates. Town Hall meeting is being planned.

**MCO REPORT**

**Monthly Report**

Continuing to have problems with the diffusers for the aeration basin.

Rebuilt two valves at Well 3. Runs off of well pressure and water. Moving parts of the valve are starting to get brittle.

There were no water main breaks this year so should have \$14,000 in the budget. A valve and hydrant are \$5,000 a piece plus \$3,000 in labor to replace. Will look into rolling over for next year in order to replace four up to Achievement Drive. Two are currently broken and two other valves/hydrants that need attention. Can utilize the flushing to identify hydrants that need attention. The two broken hydrants have been broken for two years. Replacing these shuts down all the water along the Highway

10 corridor. Recommend budgeting for four hydrants next year and utilize the monies to fix what needs to be fixed now. Litersky feels it is more important to fix the curb stops that need attention as not being able to shut off a specific house may affect multiple homeowners.

Working on fixing valve boxes. Fixed two or three already.

Fixing hydrants that turn hard. Usually fix five per year.

Krueger Electric trenched in the conduit for the power at the water tower. WPS has service hooked up. Need coax cable and equipment installed.

Meter changes are complete for the year. There are a few stragglers.

### **CMAR DNR Response**

First time a response was received. The response is included in the packet. Nothing stands out. New certification needed for the collection system. Litersky plans to take the test on August 25<sup>th</sup>.

### **ENGINEERS REPORT**

#### **Annual Chloride Report**

No updates. Agreement will be included in next month's packet.

#### **Reed Beds**

Plans and specs are ready to go. Ready for bidding as early as this week. Contract is set up as a uni-price bid to allow for some beds to be done this year and the remainder to be completed next year.

This year's target is 4-6 beds.

Did contact Peters Concrete as they have doing most of the reed bed jobs around the State. Mobilization and demobilization will have their own cost item as they will need to be completed twice. Each bed will have the clean out and hauling broken out. This way the bids can be evaluated based on available budget. City will need to set up an account with the landfill to pay that expense directly. Outagamie landfill takes sludge. Kappell was asked to look into the Brown County landfill by Greenleaf.

Had a structural engineer look at the walls. The walls are in pretty good shape. Shrinkage cracks are present and expected. The repair of the wall were not included in this contract. Recommending soliciting quotes to fix some of the cracks basing the decision on budget availability.

The next step is to sit down with Johnston, Frederickson and Litersky, go over plans/specs, and send out for bid. Johnston did inform the Commission the City Council did authorize a "not to exceed number" which gives permission to award the bid without an additional meeting. It is presumed the award would go to the lowest bidder.

**Motion:** Farrell moved to proceed with the cleaning of the reed beds, obtain a quote not to exceed approximately \$161,000 including accepting the lowest bid. Seconded by Kopidlansky. All in favor. Motion carried.

Kappell indicated the facility plan needs to be kept on the radar. Next steps include finalize, submit to the DNR, hold a Public Hearing, and submit the Public Hearing minutes to the DNR. Formal approval of the annual chloride report will come after the facility plan is submitted. McMahan has the facility plan wrapped up. Funding options had the plan stalled. Johnston is having meetings tomorrow with McMahan with regards to the numbers needed and a financial advisor with regards to dept options. Looking at 2024 start date. Farrell recommended bringing the plan back next month. Johnston can get a skeleton of the monies by October meeting.

**CHAIRMAN** Nothing to report

## **PUBLIC WORKS DIRECTOR**

### **PFAs State Sampling**

Still working with Vanessa with MEG.

Included Rural Water information in the packet. Will bring back with more information.

### **BW Sewer Caps**

Worked with Litersky and Ariens as to who owns the land. City of Brillion owns the land and BW rents. Would like capped. Waiting for Ariens to submit their overall plan. There are six in total. Frederickson to look into fees if Ariens re-opens after they have been capped.

### **Class Results**

In the packet are slides from a training Frederickson attended. In a community of less than 10,000 services, replacement needs to be completed withing 15 years after a high lead test. All unknown material count as lead unless we can confirm. This class did include some grant information.

**CITY ADMINISTRATOR** included in previous agenda items

**CLERK/TREASURER** nothing additional to report

## **OLD BUSINESS**

### **Rate Increase**

Reviewed rate increase information from last year. Cost savings if we can include the notification in September billing. Much did bring the current inflation rate to the Commission's attention.

**Motion:** Farrell moved to recommend to Council a Fixed & Variable Sewer Rate increase of 15% to be effective starting December 1, 2022. Notice to be included in September 1, 2022 billing.

Seconded by Schwahn. All in favor. Motion carried.

## **NEW BUSINESS**

### **Hookup Fee Review**

Johnston explained not uncommon to see zero as the budgeted number. Frederickson will research area communities fee structure. Will bring to next meeting.

Levash brought up the water rate increase. Nothing was paid to CLA for this work.

Krueger sat in on last month's Finance Committee meeting. The committee went through the budgets line by line. Krueger will resend her email with questions. Next month's agenda include the water and sewer financial reports under Old Business.

The meeting was adjourned at 7:05 pm.

Patricia A Schreiber  
Clerk/Treasurer