

UTILITY COMMISSION COMMITTEE MEETING

September 19, 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, Mike Smith

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion: Levash moved to approve the minutes of the August 15, 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 Schwahn. All in favor. Motion carried.

CITIZEN INPUT none

INFLOW & INFILTRATION REDUCTION/LEAD SERVICE PROJECTS

Sunrise Circle Update

Frederickson reported the project complete. Last week walked the project with Ron Wolff. Came in \$30,000 under budget. No charge back to utility as nothing done to the utility part of the project.

MCO REPORT

Monthly Report

Two days of flushing to complete.

Great Lakes is in town repairing manholes. Will stop when they hit the budgeted amount. Anything not repaired will be carried over to next year's list.

ENGINEERS REPORT

Annual Chloride Report

Kappell working on the agreement. Will see next month.

Facilities Plan

Complete plan was sent. It is ready to submit to the DNR.

The plan includes extending the life, achieving compliance with phosphorus, allow for growth and Eliminate SSO's & TFO's. Cost of the project is expected to approach \$20 million. Next step is to submit the facility plan to the DNR, hold a public hearing yet this Fall, and start the design phase early 2023. Final plan is due June 30, 2024 with construction starting in the Fall of 2024.

Johnston requesting a special meeting to review the 2023 budget including debt service and the MCO contract. Will need to talk to the auditors regarding the depreciation budget item and the utility debt.

It is looking like the General Fund will need to subsidize the utility debt for at least 10 years. Suggested to continue 2% - 3% annual increases to limit the spikes. The plan is to use Bond Anticipation Note to finance the project. Looking at a subsidy function of the City to help alleviate the financial burden of the Wastewater Treatment Plant.

Motion: Farrell moved to accept the recommended facility plan and recommend to Staff and Council to move forward with the planning and implementation process up to the Engineering process. Seconded by Kopidlansky. All in Favor. Motion carried. Smith requested Kappell to be in attendance at the Council meetings when the facility plan is on the agenda.

CHAIRMAN Nothing to report

PUBLIC WORKS DIRECTOR

BW Sewer Caps

No firm plan in place at the site. Frederickson recommended capping as a move to cut down on the I & I issues. Able to consider a reconnect charge if future needs for the sewer connection. There are six caps total. The City owns the land and leases to BW. Capping will be billed to the TIF.

Motion: Kopidlansky motioned to move forward with capping including contacting Ariens prior. Seconded by Farrell. All in favor. Motion carried.

Truck/Van Grant

Submission email included in packet along with the response. No grant this year.

Water Rate Increase

Frederickson has been pulled into the process.

Hookup Fee Review

Currently the City does not charge a water hookup fee, only a sewer hookup fee.

In talking with Chilton and New Holstein they do not have hookup fees. Fees must go through the PSC. Schreiber to look at the 2022 Building Permits and reallocate sewer hookup fees where necessary.

CITY ADMINISTRATOR

Reed Bends

Farrell inquired as to who will be responsible for the overage. The disposal costs will put us at or over the budgeted amount. Johnston will use the worst-case assumption when budgeting 2023. Kappell will start the reed bed work as soon as the contract is executed.

Motion: Schwahn moved to recommend to Council the Peter's Contract bid of \$106,900 as presented by McMahan. All in favor. Motion carried.

Budget Review

An email will be sent to setup a special meeting.

CLERK/TREASURER nothing

OLD BUSINESS nothing

NEW BUSINESS nothing

The meeting was adjourned at 6:38 pm.

Patricia A Schreiber, Clerk/Treasurer