

UTILITY COMMISSION COMMITTEE MEETING

February 20, 2023

Brillion City Center

5:30 PM

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

ROLL CALL

Present: Chairperson Jeff Wittman, Vice Chair Dave Schwahn, Russ Boldt, Dan Farrell, Leonard Kopidlansky, Mary Jo Krueger

Absent: Joe Levash

Staff: Austen Frederickson, Heather Gilbertson, Patty Schreiber

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion: Boldt moved to approve the minutes of the January 16, 2023, Water and Sewer Utility Meeting. Second by Farrell. All in favor. Motion carried.

APPROVAL OF VOUCHERS

Farrell inquired about the details regarding some of the invoices; Cummins, Hawkens, McMahon, and PJ Kortens & Company.

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

CITIZEN INPUT - None

PROJECTS

Discussion on Road Project, LSL, Clay Laterals, Pine & Oak.

Frederickson proposed to wait until next month at this agenda item because of the absence of Levash. Farrell confirmed this agenda item was kicked back by Council to the Utility Commission for further discussion. No further action taken.

McMahon Pine & Oak Engineering Contract

No action taken.

PUBLIC WORKS DIRECTOR

McMahon General Engineering Contract

Frederickson reported this was the same contract. This was on the Finance Committee for recommendation to Council and was advised by Council to send to the Utility Commission for approval first.

This contract would allow McMahon to work on smaller projects without needing to return to the City each time for approval. This agreement is for any project \$5,000 or less. If the fees for the project exceed \$5,000, a specific agreement for the project would be prepared.

Motion: Farrell moved to recommend to Council the McMahon General Engineering Contract. Second by Krueger. All in favor. Motion carried.

Future Project Plans

Frederickson shared a map and discussed the lead services plan. The goal is to remove 98% in 8 years of the public and 95% of the private. Looking at the road conditions and the sewer conditions with the clay laterals the roads could possibly be pulverized and paved. Wittman questioned whether this could all be done in one year or not. Austen suggested that patching the roads may not be effective. It would be more efficient to tear up the whole road and replace all instead. Further discussion was had by the cost of replacing all these roads and the hardship on the homeowners vs having to go back multiple times and additional cost each time you go back. Litersky advised the lead service and sewer at the same time should not be a burden on the homeowner. There are grants available for the resident side to assist with the resident portion. The goal is to reduce I and I. The lead service and sewer line go hand in hand. Wittman stated that patching the streets may have to happen for a while to take care of the I and I. Farrell would be in favor of doing it all at once.

MCO REPORT

Monthly Report

Monthly Report submitted.

Litersky had 3 points to hit in his report:

1. The last three reed beds have been cut and burned. The hope was to draw the moisture out however they are still wet. The ones where they did only half have dried up.
2. Two valves were replaced at Well 3. They will be coming back to do the other valves.
3. Commercial Cross Connections are being reviewed. There are about 20 business that are being reviewed including the Brillion Community Center. The school takes care of themselves.

Well #2 Quotes

Litersky advised that there were quotes received from three different places: Municipal Well & Pump, CTW Corporation, and Well Water Solutions. The breakdown of cost of the total proposal and cost of supplemental items were displayed. CTW Corporation pulled the last well for the City.

Motion: Farrell moved to award the contract to CTW Corporation for well maintenance. Second by Schwahn. All in favor. Motion carried.

ENGINEERS REPORT

Kappell presented with the following:

1. Final Chloride Report was submitted. DNR is looking for additional information in regard to the permit for the City. The response is due by 3/31/2023. He will be drafting the response this week.
2. Waste Water Treatment Facility Plan is done and ready for presentation, just waiting on-a the public hearing. The Public Hearing is scheduled for February 27, 2023 at 6:30 pm.

CHAIRMAN - None

CITY ADMINISTRATOR - None

CLERK TREASURER

Schreiber there was a request for write off on an account in the information packet. A meter had not been read since 2015 and. Only able to invoice back for two years which amounted to 902.32. The write off will be \$3,162.94 which includes the late fees.

Motion: Krueger moved to approve writing off the unbillable portion of the Westwind Estates, Hacker Road account. Second by Farrell. All in favor. Motion carried.

OLD BUSINESS

Krueger inquired about the budget. The report that was sent for 2022 looks good. This report does not include the audit entries. Farrell stated he felt there was a couple of things missing from the report. Schreiber will look into.

Krueger also requested putting in checks and balances with regards to information included in the packet. Schreiber advised this will be part of added proofing steps when putting together the packet.

NEW BUSINESS

Farrell asked about the money in the budget to purchase two new vehicles. It is Frederickson's plan to link up with the state in order to better pricing. This cannot be done until after the state closes their fiscal year which is believed to be June. Electric vehicle possibilities will be looked into as well.

ADJOURNMENT

Meeting was adjourned at 6:29 p.m.

Heather Gilbertson
Administrative Assistant