

## UTILITY COMMISSION COMMITTEE MEETING

March 20, 2023

Brillion City Center

5:30 PM

**CALL TO ORDER** by Dave Schwahn at 5:30pm

### ROLL CALL

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

**Absent:**

**Staff:** Austen Frederickson, Heather Gilbertson, Patty Schreiber

**Guests:** Pete Litersky-MCO, Tony Kappell-McMahon, Melissa Schwartz, Doug Schwartz

### APPROVAL OF AGENDA

Date was incorrect on the agenda in the packet. Schreiber advised this was corrected before it was posted to the public.

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

### APPROVAL OF MINUTES

Farrell wanted to clarify his comment from the last meeting on doing everything at once. Farrell stated that he is in favor of doing a complete street project opposed to piecing together based on project.

**Motion:** Schwahn moved to approve the minutes of the February 20, 2023, 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

### PROJECTS

#### **Discussion & Action on Road Project, LSL, Clay Laterals, Pine & Oak**

Frederickson does not recommend doing all LSL at once in the city or LSL & clay laterals and piecing things together. This is not logical. He reviewed a map with a 10-year plan to complete road projects. He is recommending that LSL, Clay Laterals and the roads are all done at once. The benefit of replacing everything new at once would make the roads last longer. Levash stated that in looking at the map the newer roads such as Fawn and LaVesta may not require all the repairs. Frederickson states that the plan for 2024-2031 needs to be done for I&I and DNR requirements. Frederickson stated the 2032-2033 plan can be changed and may not require a total utility reconstruction. Krueger addressed the issue as to how this is going to be financed. Frederickson stated that B Bonds would be available, water and sewer has been budgeted by Utility, and the City will be responsible for storm sewer and road.

Frederickson gave his presentation on Pine & Oak. Levash advised there would need to be storm sewers on all sides, this was agreed. Krueger was concerned about the residents having to give up land in order to make the road/sidewalks wider. Frederickson stated there would be decreased terrace space and the residents should not have to worry about losing land in the front yard. A resident at the meeting pointed out that there are power lines on one side of Oak St on the terrace and if they were going to lose that space WPS would need to move all the power lines. Frederickson stated they would reach out when

necessary. Levash did not think that 5ft wide sidewalks were necessary in the neighborhood. The other sidewalks in town are not that big unless you are on Main Street in the commercial district. Farrell stated he felt this was more of a Department of Public Works decision not a Utility decision. Frederickson next reviewed the slide on estimated cost of concrete vs asphalt. Litersky advised that concrete would be cleaner as far as fixing leaks or spots in the future. Farrell questioned what the home owners cost would be for the whole project. Frederickson stated curb stop to house for water hook up, main to house for sewer. Levash also added 50% of the storm sewer. The committee agreed they would like the numbers for the homeowners' cost before moving forward. This needs to go to the Committee of the Whole. Frederickson stated this project would not begin until 2024. Residents would be able to apply through the City for private lead service line replacement program funding. No action was taken at this time. The Commission is requesting additional information.

**Motion:** Farrell moved to recommend to the Committee of the Whole. The Utility Commission is in agreement with this project and would like to continue moving forward. Second by Kopidlansky. All in favor. Motion carried.

#### **Discussion & Action McMahon Pine & Oak Engineering Contract**

No action was taken due to the Commission requesting additional information.

#### **PUBLIC WORKS DIRECTOR**

Frederickson thanked Kopidlansky for his information to help create a graph easy for everyone to read with regard to the EPA guidelines on water used in the home vs outdoor wastewater. Krueger was concerned that work on I&I has been going on for a long time and have been spending a lot of money on this and there does not seem to be much of a change or things showing improvement. Litersky stated that you will need to keep chipping away at it and overtime it does get better. Technology is improving every day and even though it does not look like a lot it is helping. Litersky states that replacing the manhole covers has helped greatly in reducing I&I but there will be more work to be done. Litersky suggested completing pipe bursting for all residents on Pine and Oak during the project without televising. Can inquire during the home inspection with regards to age of pipes. May also get Ron Wolff's opinion on this matter.

#### **MCO REPORT**

##### **Monthly Report**

Monthly Report submitted.

Litersky stated on March 3 there was a communication alarm causing Main Street well, well 3 and well 5 not to communicate to the Wastewater Treatment Plant. Well 5's cable and antenna were faulty. The antenna and cable were replaced on March 7<sup>th</sup>.

Litersky stated Wisconsin and MacArthur Avenues have block Manholes and leaking sewer laterals creating about 40 g.p.m. of I & I. Great Lakes has repaired several manholes in the city. This has helped with the cities I & I reduction.

##### **Review of Sprinkler Services**

Litersky states they identified discrepancies with the sprinkler systems and fire protection charges on some properties. These accounts are being reviewed. Direction is needed from the Commission on how to handle this situation further: call these businesses or send a letter, how far back we should bill these businesses for this. Krueger stated we need to bill them back as far as we can and asked how this happened. Schreiber stated an updated procedure is being worked on. This is a joint effort to get resolved as quickly as possible. The Commission would like to see the final numbers before taking any action.

### **Filter Bypass February 27, 2023**

Litersky stated that due to the huge snow melt the streets flooded. Going forward when this happens there will be a report that will need to be posted on the website notifying the residents that the filter was bypassed. Anytime this happens they currently monitor the situation and act as needed. After the action has been taken Litersky prepares the report that the Commission would need to approve. Litersky advised that usually the filter is bypassed once the clarifiers are backed up. Farrell suggested the procedures be written down, kind of as a standard operating procedure, then turned over to the Commission for approval. Going forward when the filters are needed to be bypassed the Commission has already agreed to it per standard operating procedure. Litersky will prepare this for next month's meeting.

### **ENGINEERS REPORT**

Kappell had two things to report on:

Final Chloride Report was submitted on February 24<sup>th</sup>. The conditional approval was received on March 1st. The requirements from the DNR at this point are for the City to conduct annual meetings with commercial/industrial contributors and reminders sent to local plumbers letting them know they need to contact the City when installing point of use softeners. The DNR can take enforcement action if conditions are not met. Currently no annual inspections are being completed. PPI and Endries do not have softeners. The car wash does have a softener. Key is to show effort. If the plumber notifications can be completed via letter, we should send them to all plumbers in a 25-mile radius. The annual meetings can be tied into the cross-connection inspections.

Facility Plan was approved by the council and will be submitted to the DNR. A progress report on plans and specifications is due on 6/30/2023. Plans and specifications are due on 6/30/2024. Kappell is asking if he should have an agreement completed for the design step of this plan. The Commission agreed they would like Kappell to move forward and have this for the next meeting. There would be no bidding required for design services as this is considered a professional service not construction. The question was raised, if this is not in the budget how we are going to pay for it. Kappell advised the design phase could take a year to complete and is typically rolled into the project funding. May need gap financing to cover the design phase and the initial construction. Started the process of applying for financing through the Clean Water Fund and the project is on the DNR's State Fiscal Year 2024 funding priority ranking list.

**CHAIRMAN** – None

**CITY ADMINISTRATOR** - None

### **CLERK TREASURER**

Schreiber informed the Commission of a billing issue on Pagel Ave. Due to a different type of meter being installed in the homes they read differently than the ones we have been using. There is a meeting on Wednesday with the meter company to work out the issues that have been happening. Farrell asked if there is an update on the audit information, Schreiber stated not at this time.

### **OLD BUSINESS**

Farrell stated 25 months ago there was talk of a water rate increase and nothing has been done. Schreiber stated a plan was worked out last week to get the increase done. Wittmann would like this kept on the agenda, so it does not get lost.

**NEW BUSINESS**

A question about the filters people are using came up. Litersky states he is unsure what everyone is using, however if the filters are really dirty, they must be working. There cannot be dramatic swings in the numbers they collect from their testing. The samples they receive should come from the resident's kitchen sink and unfiltered if possible. Krueger asked why there is a strong chlorine smell in the water. Litersky advised due for the spring flush soon. The water gets stagnant over the winter due to not as much use. Once the spring flush happens that should get better.

Farrell asked about putting hydrants on Hwy 10 since there is money set aside in the budget. Litersky stated that they are looking at doing them in fall since that is usually when there is drier weather.

**ADJOURNMENT**

Meeting was adjourned at 7:50 p.m.

Heather Gilbertson  
Administrative Assistant