

## UTILITY COMMISSION COMMITTEE MEETING

April 17, 2023

Brillion City Center

5:30 PM

**CALL TO ORDER** by Jeff Wittman 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:** Heather Gilbertson, Patty Schreiber

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

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

**Motion:** Farrel moved to approve the minutes of the March 20, 2023, Water and Sewer Utility Meeting. Second by Boldt. All in favor. Motion carried.

### APPROVAL OF VOUCHERS

The check for the State of WI – Environmental Improvement Fund was discussed. The amount was for 2015 Safe Drinking Water Loan for principal and interest.

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

**CITIZEN INPUT** - None

### PROJECTS

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

Wolf stated this project is in a holding pattern at this time. The project should be a full reconstruction: street size should remain the same, new street, curb, sewer, laterals, mini storms and watermains. Wolf is recommending a bid date of the end of August/early September. Currently contractors are full up with projects to get them through the summer. There is a possibility of a late fall/early winter start of the project but that means residents may have to deal with gravel roads over the winter. Levash stated this would be a 2024 project. Krueger asked if this was in the budget to do this year. Schreiber stated that was to be 100% resident responsibility and the Finance Committee denied that. No action taken.

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

No action taken.

### PUBLIC WORKS DIRECTOR

Litersky thinks that Frederickson applied for the Lead Service Line Funding. The deadline is June 30 for the 2024 project. Kappel was included in the application, however he has not seen anything come through. Wittmann would like to be included on the emails in the future since he is the DNR contact.

## **MCO REPORT**

### **Monthly Report**

Monthly Report submitted.

1. Litersky called Trevor, DNR Rep, to work on the filter bypass procedure the commission requested. Trevor would like to do an inspection of the Wastewater Treatment Plant then revisit the request for the procedure. This inspection is tentatively set for May 9, 2023.

2. Litersky states that he received a call from Bellin about moving a fire hydrant at their new location. The hydrant is currently placed in the middle of where the sidewalk will need to extend through. They are questioning who is responsible for moving this hydrant and the cost to move the hydrant. Schwahn suggested that the developers should be responsible for the cost of moving the hydrant, Farrell agreed. Krueger added that we should have the say in where they move it to. Schwahn asked if there were any setbacks that needed to be followed with the hydrant being on the highway. Wolf stated no but agreed that further away from the road would be better. Litersky said currently there is a hydrant in the terrace on Highway 10. The suggestion was made that Utility Commission decided that the developer should pay to move the hydrant, Plan Commission can decide where the hydrant should be placed. Levash suggested the building inspector should be involved.

**Motion:** Levash moved to recommend the developer pays for the moving of the fire hydrant and the building inspector to look at the site plan to decide where the fire hydrant should be located. Second by Farrell. All in favor. Motion carried.

3. Litersky spoke about the CMOM goals for Trevor (DNR Rep). What goals does the commission want to set for June 2023-June 2024. Farrel asked if the Pine & Oak project would qualify and Litersky said yes. The commission decided the goal would be to complete the Pine & Oak project for 2024 as this would help clear up I&I issues with the mini storm sewers. The manhole cover repairs have been completed with the money that is in the budget.

### **Review of Sprinkler Services**

The numbers are currently being worked on. There are 6 services that are not being charged for. After the June billing, this will be billed. There will be a 30-day notice. The commission will decide how far back to bill. Krueger asked what the procedure problem was to begin with. Farrell stated that we could send the letter out at any time to the 6 services that are not being charged and let them know that it will bill out on the 3<sup>rd</sup> quarter.

**Motion:** Krueger moved to recommend billing back as far as possible for payment on the sprinkler services that were missed. Second by Levash. All in favor. Motion carried.

### **TFO Filter Bypass**

Litersky stated that on March 31 at 10:35 the filter was bypassed until 12:05. There were 15,000 gallons that went through. This was in the Appleton Post Crescent and the DNR was notified as well. 1.8 inches of rain caused a lot of water to push through.

### **RAS Check Valves**

Litersky stated that the inside of the check valves are corroded. They cannot run to their full power due to these issues. They will need to be replaced. He had two quotes: Crane Engineering \$8,763.00 or Sabel Mechanical \$8,804.03. There should be money in the sewer equipment replacement fund to cover this cost.

**Motion:** Kopidlansky moved to recommend replacing the three valves with Crane Engineering with the money from the sewer equipment replacement fund. Second by Schwahn. All in favor. Motion carried.

### **Main Lift VFD's**

Litersky stated that this continues to trip the alarm and needs to be replaced. He handed out two quotes for the replacement of the VFD. PJ Korten's \$10,750.00 or Pieper \$11,044.00. PJ Korten's quote comes with a note that replacement may not fix the existing drive fault condition and there is no guarantee that this will fix the fault problems. Krueger had some concern about this and suggested going with Pieper since they did not have this note and may be willing to stand behind it.

Kopidlansky asked how long they generally last. Litersky stated this one was new in 2011.

**Motion:** Krueger moved to recommend having Pieper replace the VFD from the sewer equipment replacement fund. Second by Farrell. All in favor. Motion carried.

### **Yearly Sewer Cleaning**

Litersky received 4 bids for the yearly sewer cleaning. He recommends going with PLC as they are lower. It was noted their hourly charges are different.

**Motion:** Schwahn moved to approve the PLC quote. Second by Krueger. All in favor. Motion carried.

### **ENGINEERS REPORT**

Kappell stated that the facility plan has been submitted to the DNR. This will be a lengthy review process. He is working on the design face services and this should be ready by next month's meeting. There are two things he would like the commission to think about going forward with this project:

1. There are a couple of options for funding; Clean Water Fund which is a 20-year loan with 50%-55% of market interest rate or USDA Rural Development Program which is a 40 year loan and has different rates. USDA Rural Development takes into account how this project impacts sewer rates and the median household income. Kappell recommends that the commission look at both options. McMahon has started the process for the Clean Water Fund as a courtesy, however an agreement is required if assistance is needed going forward.

2. Rate study for sewer rates – recommends that the city has a firm such as CLA or Ehlers put together some numbers. If support is needed from McMahon, they would be willing to support.

Farrell asked about the bipartisan infrastructure money that is available. Kappell stated there are more strings attached to this type of funding and more stringent requirements. May add more cost to the project. Kappell stated the City is on the list for 2024 funding however an application is needed to be submitted. Krueger asked if this is guaranteed money. Kappell said no not necessarily but there is a high likelihood we would qualify for loan principal forgiveness.

**CHAIRMAN - None**

**CITY ADMINISTRATOR - None**

### **CLERK TREASURER**

#### **PSC Rate Increase**

Schreiber stated the goal for this is to be done by the end of April/beginning of May. Drewieske is helping to work on these numbers. Schreiber reviewed the Workhorse quarterly billing summary numbers..

The certificates of deposits that were renewed with the bank are for 12 months however there is no penalty for early withdrawal.

**OLD BUSINESS - None**

**NEW BUSINESS - None**

### **ADJOURNMENT**

Meeting was adjourned at 7:12p.m.

Heather Gilbertson, Administrative Assistant