

UTILITY COMMISSION COMMITTEE MEETING

April 15, 2024

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, Andrew Maertz

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

APPROVAL OF AGENDA

Litersky requested Item G2. Ryan Street Pump Replacement be tabled.

Motion: Levash moved to approve the agenda with the amendment to table item G2. Second by Schwahn. All in favor. Motion carried.

APPROVAL OF MINUTES

Motion: Boldt moved to approve the minutes of the March 18, 2024, Water and Sewer Utility Meeting. Second by Krueger. All in favor. Motion carried.

APPROVAL OF VOUCHERS

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

CITIZEN INPUT – None

PROJECTS (I&I, LSL, General Utility)

Street Projects – Hydrant Pine Street

Kappell spoke with regard to the hydrant on Pine Street. The hydrants need to be 600 ft apart. There are two options that can be done: first to add a new hydrant in between which would cost roughly \$8,900 or second to move the hydrant from the corner of N. Francis and Pine west onto Pine to cover the gap. The Commission discussed which would be the better option.

Motion: Farrell moved to approval moving hydrant on the corner of N. Francis and Pine west per the drawing in the packet. Second by Krueger. All in favor. Motion carried.

Lead Service Line Replacement –

Litersky reviewed his handout from the packet. This is inventory information required on this form is shaded navy in color such as location identifier, current street side service line, etc. This form needs to be completed by October 16, 2024. This will be completed for all customers in the city, roughly 1,200. The sanitary sewer system report is due in July and Litersky will confirm then this is all the information that will be needed.

MCO REPORT

Monthly Report –

Litersky reported on multiple items in his report. There was a power outage at the WWTP from April 3, 2024, 11:00am – April 4, 2024, due to the snowstorm. Lost the phase. Had lights but no blowers, screw pumps, any of the big equipment. Litersky reached out to DNR Rep and asked if he needed to know. He did not require utility to send him an email. Litersky received clarification on bypassing the filters thought it was necessary. DNR Rep advised only during high flow events DNR needs to be notified. Litersky and Propson split shifts to cover overnight hours due to communications kept getting lost, so someone needed to be there to reset it, the tank in the basement with all the water from the reed beds draining a pump

needed to be run down there to keep things from flooding and generators kept filled with fuel to run the Scada and the pump in the basement. Took things some time to get back to normal running. Still sampled and followed the guidelines as if things were in operation.

The reuse pump at the WWTP had a pipe break. The quote from Sabel Mechanical was included in the packet. Litersky states it will be the completely new Ebara pump and motor assembly for \$2,497.50. This money should come from the equipment replacement fund. The reed pump rebuild will also come from the equipment replacement fund. The quote included in the packet is from Crane Engineering in the amount of \$2,432.00. Scada at the WWTP may need an upgrade before the WWTP upgrade happens. It was not cooperating during the outage. In 2020 the media fax board was replaced however it is still running on Windows 7. McMahon is looking into any options they have that could hold us over until the upgrade happens. Scada struggles with a reboot to the system. The power outage showed a lot of red flags, and this affects everything should this system go down. The plant upgrade will bring a new updated platform.

The salt tank was cleaned on the Main Street well this year and the new salt is working well. Well 3 will be cleaned next year.

Hydrant flush started today and will be completed next week.

The yearly sewer cleaning is complete.

All meters that were ordered have been received. There was a possibility of being short due to supply chain issues. The meter changes will begin in May.

Ryan Street Pump Replacement

No action taken.

ENGINEERS REPORT

Kappell reported that the survey is complete. Support staff is doing their walk through. The project is moving along as scheduled.

Geotech Services Proposals - WWTF

Kappell stated that three proposals were received. Intertech PS originally came through with the lowest fee, however after a phone call a revised proposal was sent. McMahon is recommending that utility commission go with American Engineering. The overall value is worth it. The total amount is \$12,597.00. This service will help design underground tanks. Bidders will use this report.

Motion: Levash moved to approve American Engineering in the amount of \$12,597.00. Second by Krueger. All in favor. Motion carried.

CHAIRMAN – None

CLERK TREASURER

Farrell asked if the audit was done and where the case rate was at. Gilbertson advised she did not know.

OLD BUSINESS –

Farrell stated received a copy of the last full water case rate the city did from a guy he is working with. He will forward a copy to the members of the commission.

NEW BUSINESS –

Boldt asked if the commission needed to attend Monday, April 22 Committee of the Whole meeting. Gilbertson advised she would check and let the commission know via email.

ADJOURNMENT

The meeting was adjourned at 6:04p.m.

Heather Gilbertson
Deputy Clerk/Deputy Treasurer