

## UTILITY COMMISSION COMMITTEE MEETING

May 20, 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, Mary Jo Krueger, Joe Levash

**Absent:** Leonard Kopidlansky

**Staff:** Patty Schreiber

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

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

**Motion:** Levash moved to approve the minutes of the April 15, 2024, Water and Sewer Utility Meeting. Second by Schwahn. All in favor. Motion carried.

### APPROVAL OF VOUCHERS

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

### CITIZEN INPUT – None

### PROJECTS (I&I, LSL, General Utility)

#### Street Projects

Litersky questioned if we should be looking at televising Homewood and Valley View before next year's street projects in an attempt to make sure all the boxes are checked. The infrastructure is 50 years old. Farrell questioned if 50 years is something to be concerned about. Litersky thought the valves might be a concern. The valves run approximately \$5,000 each. If resurfaced the infrastructure becomes 80 years old. Currently there are no concerns. Levash stated should be getting the 2025 project going already. Wittman feels the streets should be televised. Farrell feels it is hard to justify replacing the infrastructure when there are other areas older than these two streets. Televising should be completed this year if changes need to be completed for next year. Washington Street sewer is approximately 30 years old. Pipe bursting was not completed for Washington. Schwahn suggested getting pricing for the valves for these three streets. Staff instructed to invite Ron Wolf to the July Utility meeting.

**Lead Service Line Replacement** – nothing new to report

### MCO REPORT

#### Monthly Report –

Neenah/Menasha had the same Scada program as Brillion. N-M would be able to give us their old Scada if needed. May 4 and 5, 2024 we experienced a Frontier outage. Both the WWTP dialer and the Scada system were down because of the outage. Krueger inquired into a hotspot.

The CMAR will be included in the June meeting with recommendation of the resolution to Council. Schwahn inquired about the zinc and phosphorus numbers. Litersky shared the numbers have been good.

The CCR will be sent out in the June utility bills as a stuffer. In the past it cost \$1,000 to publish. When in the newspaper not every resident saw it. By including as a stuffer in the utility bills the required delivery option has been met. The notice will also be posted at the City's three posting locations. Need to send completed Confidence Report Certification to the DNR.

Call backs for meter changes have been slow. Sixty-two letters were sent out. Twelve called back. After the send notice letter was sent, an additional twenty called back. Currently the Brillion Police Department is dropping off the third notification. Any resident not calling to schedule an appointment will have their water shut off.

### **Ryan Street Pump Replacement**

Monies were budgeted for replacing the pump at Ryan Street. Looking to replace pump 1. Pump 1's run time is averaging 15 hours per day. Two quotes were obtained. Contacted others but they would not bid and suggested to go with the Flygt pump. The first quote came from Crane for the pump and the installation with a cost of \$17,762. The second quote came from Xylem for the pump and Sabel for the installation with a cost of \$20,134. The Flygt pump will put the City in a better position as the Ryan Street station has a plugging issue.

**Motion:** Schwahn moved to approve the Flygt pump system with Xylem/Sabel for a total bid of \$20,314.15. Seconded by Boldt. All in favor. Motion carried.

### **Well 3 Booster Repair Pricing Approval**

All impellers are shot causing a capacity issue. The quote of \$20,272 is included in the packet. The budgeted amount is \$25,000.

**Motion:** Farrell moved to accept the repair of the booster pump for \$20,272. Seconded by Schwahn. All in favor. Motion carried.

### **ENGINEERS REPORT**

Kappell reported continuing to work on the design of the WWTP improvements. Soil borings were finished two weeks ago. Sent the survey team out after the borings were completed. A private locate company came in to mark the electrical and gas on the site.

Looking to schedule a meeting in the next week or two to go over what has been done and to have discussion with regards to possible suggestions. Will set this meeting up with Letersky. Open to anyone that would like to attend. The meeting will be held at the WWTP in case there is a need to look at something on site.

Farrell will report to the council that everything is on schedule.

### **CHAIRMAN – None**

### **CLERK TREASURER**

The June Utility invoice will include an adjustment from the March 2024 billing cycle. The sewer rate increase was not included in the March 2024 billing process. A note will be included with the bill.

### **Bond Update**

At the May 13 Council meeting the RE24-07 Resolution Providing for the Sale of Approximately \$705,000 Waterworks System Revenue Bonds, Municipal Advisory Agreement 2024 Water Revenue Bonds – Wisconsin Public Finance Professionals LLC, and the Scope of Engagement – Quarles & Brady LLP were approved.

The plan is to complete the sale on June 24, 2024, with the funds being delivered on July 15, 2024.

### **Full Water Rate Case - CLA**

Amber Drewieske with CLA has submitted an estimate of \$8,500 to complete the full water rate case. This would include the application, consulting, data requests, and the public hearing.

Farrell suggested a work together project.

Add this topic to Tuesday's joint Committee of the Whole meeting. Contact Drewieske to obtain time frame information, what year will be the test year, and what is the drop-dead date based on what it will take to complete.

**Closed Session per WSS 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

**Close Session per W.S.S. 19.85(1)(g) – Small Claims Trial Update**

**Closed Session Motion:** Farrell moved to Convene in Closed Session at 6:36 pm. Closed Session per W.S.S. 19.85(1)(g). Seconded by Schwahn. Call vote. Motion carried.

**Reconvene in Open Session to take action if necessary and appropriate regarding the Small Claims Trial Update.**

**Open Session Motion:** Levash moved to Convene in Open Session at 6:58 pm to take action if necessary and appropriate. Seconded by Krueger. Call vote. All in favor. Motion carried.

No action taken.

**OLD BUSINESS** – none

**NEW BUSINESS** – none

#### **ADJOURNMENT**

The meeting was adjourned at 6:59 p.m.

Patty Schreiber  
Administrator/Treasurer