

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

June 20, 2016

Brillion City Hall Conference Room

6:00 pm

CALL TO ORDER:

Chairperson Jeff Wittmann called the meeting to order at 6:00 pm.

ROLL CALL:

Present were Mayor Gary Deiter, Jeff Wittmann, Mary Jo Krueger, Wally Sonnabend, Joe Levash, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Amy Vaclavik from McMahan, Randy Much from MCO, Paul Much from MCO, Pete Litersky from MCO, and City Administrator Clerk/Treasurer Lori Gosz.

GUESTS:

Chad Olson and Ron Wolf from McMahan, Warren Engel, and Bill Buffington.

APPROVAL OF AGENDA:

Motion – Levash moved to approve the agenda as printed. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE MAY 16, 2016 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the minutes of the May 16, 2016 Water and Sewer Utility meeting. Seconded by Krueger. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Mertens moved to approve the Water and Sewer Utility operating vouchers in the amount of \$122,332.46. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

Warren Engel and Bill Buffington were present regarding the 2016 I/I Project.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2016 Inflow & Infiltration Reduction Project – Update:

1. Consider Private Water Lateral Replacements:

Wolf explained the water laterals are being replaced in the full reconstruction project on Cleveland Street/Monroe Street because the water mains are being replaced. He explained in the I/I Project area if the water laterals would be replaced there would be three (3) patches per laterals, one in the road at the water main, one at the property curb, and one in the basement. The City would be responsible for the water lateral from the main to the curb stop including the curb stop. The property owner would be responsible from the curb stop to the home connection. He stated that 2/3rd's of the cost would be the Utility's, which would be \$75,000 - \$100,000. He stated it could be done; however, it is uncertain if the contractor can fit it in his schedule before the contract deadline. Krueger stated if those streets aren't planned to be replaced, then this

(Approved)

should be done now. Sonnabend and Wittmann agreed. Wolf questioned if we require all to replace the water laterals or just those that request it.

Gosz explained the timeframe for the Change Order. She suggested that Wolf work with the Building Inspector and the contractor to determine the cost. The City Council will most likely be meeting on July 18th, therefore, the Utility Commission and the City Council can take action at that time. Krueger questioned funding for the Change Order. Gosz stated there may be some unspent borrowing from prior projects that could be used. She will review this prior to the next meeting.

Warren Engel, 202 Cleveland Street, was present. He explained his water lateral comes off of E. Water Street and was patched when Well #5 transmission main work was done. He would like to have his water lateral replaced. Bill Buffington, 203 Cleveland Street, was also present requesting his water lateral to be replaced.

Motion – Sonnabend moved to authorize engineering for the water lateral replacements for those property owners that want to have the replacements done in the I/I Project area to be reviewed for approval at the July 18th Utility Commission/City Council meeting. Seconded by Levash.

Wolf questioned the process to connect each water laterals and shut offs as needed. Paul Much stated there is a concern of tapping new water laterals on the old main on E. Water Street. Wolf will discuss this with the contractor.

Litersky suggested postponing E. Water Street until the 2019 Project. Krueger stated she would not be in favor of adding E. Water Street to the 2019 Project area because that area is already a large project area. Levash agreed stating we need to complete E. Water Street this year and try to get all laterals complete. Vaclavik suggested we strongly encourage all property owners in the 2016 I/I Project area to have their water laterals also replaced.

Wolf suggested options to cost share if the property owner opt not to have their water laterals replaced. Levash suggested this be reviewed for a future year to have the water and sewer laterals all property owner's responsibility.

Motion carried.

Wolf gave an update on the projects.

B. Future I/I Project Areas:

Vaclavik reviewed the map from the discussion at the June 13th Committee of the Whole meeting. She explained the areas that have experienced sump pump discharge problems. She suggested keeping the current schedule to replace all clay pipes in the planned years. Not all the sump pump problems areas have I/I issues.

Discussion followed.

(Approved)

It was stated that we need to help those property owners that are having sump pump freezing on the street. It is a safety concern. Gosz pointed out that the DNR recognized this in the Enforcement Conference Summary letter.

Wittmann suggested keeping the I/I Plan and add some sump pump discharge areas in each year. Mertens agreed. He stressed if we are planning to include Springdale in 2017 than some exemption should be considered for Sonnabend's neighbor.

MCO REPORT:

A. Resolution – Compliance Maintenance Annual Report:

Paul Much reviewed the CMAR Report for 2015. He explained zinc levels have improved, but still hit some high points.

Motion – Schwahn moved to recommend to City Council to approve the Resolution for the 2015 Compliance Maintenance Annual Report. Seconded by Levash. Motion carried.

B. Main Lift Station Operational Issues & Ryan Lift:

Paul Much explained both lift stations were pumped again. The Main Lift was worse this time.

C. Capacity, Management, Operation and Maintenance (CMOM) Program – Update:

Paul Much reported he revised the goal section from the last meeting discussion. He will add the mini storm sewer addition areas to the I/I Project Plan.

D. Phosphorus Limit Compliance – Update:

No report.

E. Ryan Street Lift Station – Update:

This agenda item was discussed with the Main Lift Station Operational issues.

F. Monthly Superintendent Report/Update:

Litersky reported on the digester sludge removal and inspection. He explained one of the tanks doesn't have a man way which will need to be added at some time in the future. He reported the clarifiers are looking good and have been cleaned and inspected.

Litersky reported there are issues with Well #1 meter and softener one meter which will be replaced.

ENGINEER'S REPORT:

A. Standby Generator Improvements Project – Update:

Vaclavik reported the end of the project record drawing will be done soon to finalize the project. She suggested the Commission tour the generator project areas at a future meeting.

B. Ferric Chloride Bulk Storage Tank Replacement – Review Bids:

Chad Olson, McMahon, reviewed the bid results. He reported two (2) bids were received. One from TV John & Son, Inc for \$194,700 and one from August Winters & Sons Inc for \$202,650. He stated the bids came in higher than what was anticipated.

(Approved)

Olson explained options for moving forward. He reported if we move forward with the low bid, Vaclavik did check on the contractor and the experience which was good.

Mayor Deiter stated the intent was to build a bulk storage tank to allow for other chemical option storage.

Discussion followed on options to proceed. It was questioned how many contractors would bid if the project was rebid. Olson stated if the scope of project was changed we may get more bids. He suggested if the building is not included there may be more mechanical contractors interested.

Krueger questioned the funding. Gosz stated it would come from the Sewer User Replacement Reserve Fund, which currently has a balance of \$311,504. She stated the boiler replacement was also anticipated to be taken from this fund. Concern was voiced of using too much of the Sewer User Replacement Fund for this project.

The option to rebid the project, with an insulated and heat traced tank, was discussed. Olson explained with this option a building could be constructed at a later date. This option would save on money. Levash questioned how long the current bids would be good for. Olson stated typically 60 days. Olson explained to rebid he would need to revise the plans to open bids the end of July for approval in August. He would require approximately \$3,000 additional engineering fees for this.

Randy Much pointed out to delay and rebid may only add to the current cost of ferric removal and the bid may still be high. He also stated that once the phosphorus limits are established there may be a structure requirement. Paul Much stated once a tank with building is complete, it allows for other chemical options which are less costly.

Motion – Levash moved to recommend to City Council to award the bid to T.V. John & Sons Inc for \$194,700 for the ferric tank replacement with the funds to be taken from the Sewer User Replacement Reserve Fund. Seconded by Mertens. Motion carried.

C. Reed Bed Investigation:

Vaclavik reported reed bed #1 is not growing back very well. This will be monitored and more investigation may be necessary.

CHAIRMAN:

No report.

ADMINISTRATOR:

A. Water Utility Cash Flow Analysis:

Gosz reported she received information from the Ariens Company on their water use projections. She will be comparing this information and will give a report at the July meeting. She stated it was projected to do simplified water rate increase in 2016.

(Approved)

B. DNR Enforcement Meeting Summary – May 17, 2016:

Gosz reported on the summary report received from Anne Van Grinsven on the WDNR Enforcement Conference meeting.

CITY CLERK/TREASURER:

None.

OLD BUSINESS:

A. Wastewater Treatment Plant Sign:

The Commission reviewed proposals for the sign to the Wastewater Treatment Plant. To replace the current 4' X 8' sign would cost \$300.00 - \$420.00 depending on design option selected. This cost does not include posts or installation.

Motion – Sonnabend moved to proceed with sign design option #2 for \$300. Seconded by Schwahn. Motion carried.

B. Capital Improvement Plan:

Gosz explained the next step in the Capital Improvement Plan is to determine funding options. She suggested the Utility Commission meet with the City Council again in August to continue working on this.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Levash. Motion carried unanimously. The meeting was adjourned at 7:45 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer