

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

December 19, 2016

Brillion City Hall

6:00 pm

CALL TO ORDER:

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

ROLL CALL:

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

GUESTS:

Jon Ehlers from Ehlers & Associates (via phone).

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE NOVEMBER 14, 2016 WATER AND SEWER UTILITY MEETING:

Motion – Krueger moved to approve the minutes of the November 14, 2016 Water and Sewer Utility meeting. Seconded by Levasch. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Sonnabend moved to approve the Water and Sewer Utility operating vouchers in the amount of \$118,983.67. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

WATER AND SANITARY SEWER UTILITY CASH FLOW:

A. Water User Rate Study & Debt Refinancing – Ehlers:

Jon Cameron from Ehlers gave an overview of Ehlers' proposal for a water rate increase (due to the Brillion Iron Works closure). Cameron stated that at last month's Utility meeting it was recommended looking at two (2) courses of action; refinancing of current debt and a water rate increase as high as 25%. It is suggested to file for the application for a water rate increase as soon as possible.

Cameron explained their proposal is written for the two (2) recommended courses of action at a cost of \$6,500.

(Approved)

Motion – Schwahn moved to approve the proposal from Ehlers for a Water User Rate Study & Debt Refinancing in the amount of \$6,500. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

2017 CONTRACT BETWEEN THE CITY OF BRILLION AND MIDWEST CONTRACT OPERATIONS, INC.:

Much explained the proposed 2017 Contract is proposed with a 1.7% increase. The new contract amount will be \$249,590.48.

Motion – Mertens moved to approve the 2017 Contract between the City of Brillion and Midwest Contract Operations, Inc. Seconded by Krueger. Call vote taken. Motion carried unanimously.

2017 WATER AND SEWER UTILITY BUDGET:

Gosz stated there were questions regarding the cost of phosphorus. Much stated this past year totes were used for the ferric, which were double the cost. It is anticipated that the cost of ferric will decrease with the new ferric tank. Much stated it is also felt that less ferric will now be used.

Much stated there was \$10,000 placed in the proposed budget for filter repairs. Also, it is hoped that the lab testing will now be going back to the Brillion instead of at Neenah/Menasha.

Gosz reported that Jon Cameron has a copy of this proposed 2017 Budget and will be using those amounts in his water rate increase proposal and with the debt refinancing.

Motion – Sonnabend moved to approve the 2017 Water Utility and the 2017 Sewer Utility Budgets. Seconded by Krueger. Call vote taken. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2017 Inflow & Infiltration Reduction Project & Mini-Storm Project – Update:

Vaclavik reported the field surveying has been completed. The design work will now start.

MCO REPORT:

A. Phosphorus Limit Compliance – Update:

No report.

B. Main Street Well Heater and WWTP Boiler Repairs – Update;

Litersky reported they are waiting for the boiler.

C. Monthly Superintendent Report/Update:

Litersky reviewed his report with the Commission and reported on the following:

- Five of the reed beds have been cut.
- There was a theft of large retired meters. A report has been filed with the Brillion Police Department.
- The large meters are currently being tested.
- No debris has been found in the Ryan Street Lift Station.

(Approved)

- There was a service leak at the Brillion Community Center. The line was slip lined.
- The blower meter went out on Sunday night. Krueger Electric was contacted and was able to get the blower working again. Pieper Electric will be working on it to see why it stopped working.

ENGINEER'S REPORT:

A. Ferric Chloride Bulk Storage Tank Replacement - Update:

Vaclavik reported the ferric tank has been installed and ready to be used. Much stated there is one tote of ferric left to be used.

CHAIRMAN:

No report.

ADMINISTRATOR:

A. Lead and Copper Rule Implementation at Community Public Water Systems:

Litersky stated that the City's lead and copper results have always been good. However, we are now having an audit done on our lead and copper sites, which needs to be completed by January 15th.

Litersky stated it is being highly recommended to replace lead services in homes when the opportunity arises, i.e. during I/I Projects. Much stated there is a push to remove lead services from homes.

Vaclavik stated the next deadline for funding requests is next year in October. She suggested the City apply for that funding.

CITY CLERK/TREASURER:

Buboltz reported that the 4th quarter water and sewer bills have been mailed.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Krueger moved to adjourn the meeting. Seconded by Levash. Motion carried unanimously. The meeting was adjourned at 6:37 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer