

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

January 18, 2017

Brillion City Hall

12:00 pm

CALL TO ORDER:

Chairperson Jeff Wittmann called the meeting to order at 12:00 pm.

ROLL CALL:

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

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE DECEMBER 19, 2016 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the minutes of the December 19, 2016 Water and Sewer Utility meeting. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Schwahn moved to approve the 2016 Water and Sewer Utility operating vouchers in the amount of \$43,494.50. Seconded by Mertens. Call vote taken. Motion carried unanimously.

Motion – Krueger moved to approve the 2017 Water and Sewer Utility operating vouchers in the amount of \$22,268.51. Seconded by Levash. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

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

Gosz reported that Vaclavik was not able to attend the meeting and has asked to report that Ron Wolf will be working on the plans and specifications for the 2017 I/I Reduction and Mini-Storm Projects.

MCO REPORT:

A. Phosphorus Limit Compliance – Update:

No report.

(Approved)

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:

- Ferric Tank transducer has been installed and the tank is in operation.
- The reed beds have been cut and burned.
- The Blower motor needs to be replaced.
- There have been brine pumps issues at the Treatment Plant.
- The tower level transducer has been replaced at the Horn Park Tower.
- There was a water main break on Christmas Eve on Wisconsin Avenue.
- No debris has been found in the Ryan Street Lift Station, however the VFD level has been tripping. He explained that Great Lakes TV will clean out the well to check if rags are pushing on the VFD causing the problem.
- Meter changes will begin again in early Spring.

Sonnabend questioned the total cost for the ferric tank project. Gosz stated she will e-mail the total to the Commission.

ENGINEER'S REPORT:

Gosz reported that Vaclavik reported that she has heard from the DNR that the WPDES permit is scheduled to be issued in September 2017. Vaclavik will be working on the Chloride Variance report which evaluates the cost effectiveness of treatment options to reduce the chloride discharge to the wastewater treatment plant.

Much stated that once the WPDES permit is issued the DNR will establish the time frame for meeting phosphorus limits. He suggested that the Utility as a member of the Municipal Environmental Group (MEG) get a legal review of the permit before submittal.

CHAIRMAN:

No report.

ADMINISTRATOR:

Gosz reported on the following:

- The December budget comparison reports have been e-mailed to the Commission members.
- The financial auditors will be here the week of Jan. 23rd to work on the City audit and PSC report.
- The City Council will be appointing the new Public Works Director at the Jan. 23rd City Council meeting.

CITY CLERK/TREASURER:

No Report.

OLD BUSINESS:

(Approved)

Kopidlansky questioned the water service line at 453 Sunrise Circle. Litersky stated MCO has been in communication with the new property owners and there has not been any issue with freezing.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Sonnabend. Motion carried unanimously. The meeting was adjourned at 12:19 pm.

Lori M. Gosz
Administrator/Clerk-Treasurer