

(Approved)

**WATER AND SEWER UTILITY COMMISSION  
Minutes**

**June 19, 2017**

**Brillion City Hall**

**6:00 pm**

**CALL TO ORDER:**

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

**ROLL CALL:**

Present were Jeff Wittmann, Mary Jo Krueger, Wally Sonnabend, Russ Boldt, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Pete Litersky from MCO, Public Works Director Andy Geiger, City Administrator Clerk/Treasurer Lori Gosz, Paul Much from MCO, and Deputy Clerk/Treasurer Joy Buboltz. Absent was Mayor Gary Deiter.

**GUESTS:**

Pam Steffran.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF THE MINUTES OF THE MAY 15, 2017 WATER AND SEWER UTILITY MEETING:**

Krueger noted typing errors which will be corrected.

**Motion** – Krueger moved to approve the May 15, 2017 Water and Sewer Utility Meeting minutes. Seconded by Sonnabend. Motion carried unanimously.

**APPROVAL OF VOUCHERS:**

**Motion** – Schwahn moved to approve the Water and Sewer Utility operating vouchers in the amount of \$57,466.69. Seconded by Mertens. Call vote taken. Motion carried unanimously.

**CITIZEN INPUT:**

Pam Sheffran stated that she recently purchased the home on the corner of S. Main Street and Washington Street and would like to purchase some property from the City, which is north of her home. She is looking at purchasing 10' – 12' of land. Geiger stated that property has a frontage of 52'. He also noted that the shed on that property is in poor condition. Sonnabend asked if the City were to sell some of that property, would there still be enough room to get to the transformer located in the back of that property. Geiger stated yes. Litersky noted that the Utility does need space for the salt trucks to deliver the salt. Gosz and Geiger feels the City should keep the property. Sheffer stated if she did purchase some of that property she would like to install a privacy fence.

**INFLOW & INFILTRATION REDUCTION PROJECT:**

**A. 2017 Mini-Storm Project - Update:**

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Geiger reported that the contractor is planning on starting the project in mid-July. A pre-construction meeting will be scheduled soon. He has been meeting with the property owners on their concerns with the project.

Geiger reported that two (2) property owners on Valley View Drive, Steve Brault and Richard Ross, has a storm sewer located between their home and they are running their water run-off from their properties to the catch basin in the back of their properties, which they are not to do. That would be corrected with the upcoming project.

**WPDES PERMIT REISSUANCE:**

**A. Phosphorus Limit Compliance:**

Much reported they are conducting sampling once a week at this time. Much reported that some phosphorus can't be removed by filters, ferric, etc.

**B. Chloride Variance:**

Much stated that Amy Vaclavik was informed that the DNR Staff review of the Brillion permit is wrapping up and the City should receive the documents by the end of the week.

**LEAD WATER SERVICE LINE REPLACEMENT:**

Gosz reported that she included an article on the efforts to remove lead from water. In that article it states the recent proposals by the Senate/Legislatures on the removing of lead.

Gosz stated she will keep this Commission informed on this topic.

**MCO REPORT:**

**A. Ryan Street Lift Station:**

Litersky reported that the Ryan Street Lift Station remains clean.

**B. Monthly Superintendent Report/Update:**

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

- White foam has not returned.
- The WWTP sand filters were taken off on May 1<sup>st</sup> and June 14<sup>th</sup> due to high flows.
- Salt tanks have been cleaned by PLC.
- Horn Park water tower was emptied, cleaned and maintenance has been done on it. A report will be done by the company who did the cleaning and maintenance regarding the condition of the water tower.
- Two fire hydrants will be replaced on August 5<sup>th</sup> at 9:00 AM. Right now those hydrants are off line.
- The service to the Brillion Community Center has been replaced. The service valve to the street was also replaced, along with a meter change in the building to a compound meter.
- A lot of grease was found at the two (2) lift stations in the Fawn Ridge Subdivision.
- Meter changes are continuing.

Much stated that last year there was a shaft problem at Well #3 in which that shaft was replaced. That shaft has a one (1) year warranty on it, with that year being almost up. At this time, Well

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#3 is running well. A vibration test will be done to see if there is any indication of issues with that shaft.

It was suggested to place on the next water and sewer bills to not dump grease down drains.

**ENGINEER'S REPORT:**

**A. Water Distribution System Improvements – Transmission Main Connection Project:**

Gosz reported that she and Andy Geiger will be attending a meeting at McMahon to discuss the Main Street Square Project and the possible design of that property. She also reported that the Redevelopment Authority Commission will meeting on Thursday, June 22<sup>nd</sup> at 4:00 PM and will discuss the Main Street Project.

**CHAIRMAN:**

No report.

**PUBLIC WORKS DIRECTOR:**

Geiger stated that with the property the City owns south of the Wells on Main Street he is inclined to remove both of the smaller buildings on that property. He also noted that he is reluctant to have the property owner south of that property installing a fence there.

Geiger noted that pictures of erosion control were sent to the DNR.

**CITY ADMINISTRATOR/CITY CLERK/TREASURER:**

Gosz reported she recently attended a GIS presentation at McMahon with Geiger and Litersky, which was very informative. A presentation on the new GIS System will be given at the July Utility Commission meeting, which will be held at the Brillion Community Center.

**OLD BUSINESS:**

**A. Water User Rate Study & Debt Refinancing - Update:**

Gosz reported that Ehlers continues to work on the City's water rate application. The application was submitted to the PSC on May 23<sup>rd</sup>.

**NEW BUSINESS:**

Kopidlansky noted that the Brillion Iron Works only used 36,000 gallons of water last month.

Sonnabend suggested holding a Water & Sewer Commission meeting at the Wastewater Treatment in the near future.

**ADJOURNMENT:**

**Motion** – Krueger moved to adjourn the meeting. Seconded by Schwahn. Motion carried unanimously. The meeting was adjourned at 7:00 pm.

Joy L. Buboltz  
Deputy Clerk/Treasurer