

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

November 13, 2017

Brillion Community Center

7:00 pm

CALL TO ORDER:

Chairperson Wittmann called the meeting to order at 7:27 pm.

ROLL CALL:

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

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE OCTOBER 16, 2017 WATER AND SEWER UTILITY MEETING:

Motion – Boldt moved to approve the October 16, 2017 Water and Sewer Utility Meeting minutes. Seconded by Krueger. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Mertens moved to approve the Water and Sewer Utility operating vouchers in the amount of \$51,565.05. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

MCO CONTRACT – 2018:

Much reported that the proposed 2018 MCO Contract with the City of Brillion shows an increase of 1.25% for a total of \$252,724.88.

Motion – Krueger moved to approve the 2018 MCO Contract with the City of Brillion. Seconded by Mertens. Call vote taken. Motion carried unanimously.

2018 WATER AND SEWER UTILITY BUDGET:

Geiger and Gosz presented and explained the proposed 2018 Water and Sewer Utility Budget with a few revisions made. Mayor Deiter noted that MCO Employees Pete Litersky and Harold Janssen are doing a great job for the City.

(Approved)

Motion – Krueger moved to approve the 2018 Water and Sewer Utility Budget with the revisions made to the Sewer Budget and the originally presented Water Budget. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2017 Mini-Storm Project – Update:

Geiger reported that the project has been completed. At this time approximately 80% of the affected property owners have hooked up their sump pump to the mini storm sewer line. Mayor Deiter asked if Geiger reviewed the last few years' projects and if those residents have connected their sump pump to the mini storm sewer line. Geiger stated yes he has.

Krueger asked the status of the collection on the special assessments for this year's projects. Buboltz informed the Commission that the collection on the special assessments went well this year.

B. 2018 Project – Custer/Center/Jackson Streets:

Geiger stated he received the "go ahead" for the reconstruction of a portion of Custer Street, from W. Water Street to Jackson Street only and that is due to the upcoming apartment/City Hall construction project which will affect Custer Street from Jackson Street to Center Street. This project is hoped to be done in 2018 with full reconstruction of above mentioned area on Custer Street, along with the replacement of lead lines, water and sewer mains, curb and gutter replacement, sidewalk replacement, etc. Mayor Deiter suggested replacing the blacktop in a portion of Custer Street with concrete due to the truck traffic on a portion of that street.

WPDES PERMIT REISSUANCE:

A. Phosphorus Limit Compliance:

Nothing new to report at this time.

B. Chloride Variance:

Vaclavik reported that she is currently working on the Lime Softening Eligibility Calculation required by the DNR and the EPA for the issuance of this Permit. This number is based on a percentage.

LEAD WATER SERVICE LINE REPLACEMENT:

Geiger reported that the DNR and the EPA requires that the City must replace their lead water lines but there is nothing in the City's Municipal Code that requires homeowners to replace their lead water lines to their home. He feels that if the City needs to replace their lead lines to the curb stop then the property owners should replace their lead service line in their home. Mertens asked if the City can mandate that since that is a private service line. Mayor Deiter stated a lead service line in a home could be considered a health issue. Litersky stated he will check with other communities if they require that that homeowner's replace their lead service lines in their home during a City's water and sewer project.

Kopidlansky asked if the League of Wisconsin Municipalities may have some information on this. Krueger suggested checking if there may be funds available through the State or Federal government and if so apply for that funding.

(Approved)

MCO REPORT:

A. Monthly Superintendent Report/Update:

Litersky submitted a written report and reported on the following:

1. A Softener Report was done on the Main Street Softeners and it was determined those softeners are in “rough shape”.
2. The WWTP filters were taken off line in October.
3. New bracket settings at the Deer Run Lift station have helped.
4. Ryan Street Lift Station is clean.

Krueger questioned the letter sent to Brillion West Haven. Buboltz explained that City Hall received a phone call from a person visiting Brillion West Haven and saw wipes being flushed down the toilet. A courtesy letter was mailed to Brillion West Haven reminding them not to flush those wipes.

ENGINEER’S REPORT:

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

Vaclavik distributed a project budget estimate to run a proposed transmission main along the old railroad bed, and an estimate to run a transmission main in existing roadways in the City. The concern with running the transmission main in the old railroad bed is that it will be located on private property, which may be in some back yards, so easements will need to be obtained and there may be issues with fiber optic lines.

Mayor Deiter stated it is important to install this transmission main with buildings and industries located on the west side of the City.

Krueger asked where the funding for this project would come from. Gosz stated the City/Utility did borrow for this project already. The City/Utility has three (3) years from the time of the borrowing to use the funds.

Mertens asked if it would be wise to install a water loop along Hacker Road first.

Discussion was held on the possible location for a water loop along the west side of the City and if only a portion of the transmission main should be done at this time and wait to see if there will be any street direction changes with the proposed City Hall/Apartment Complex project.

This item will be discussed again at the January meeting.

Krueger suggested installing the transmission main in the road right of way instead of the old railroad bed. Gosz will bring the amount borrowed for this project to the next meeting.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

No report.

(Approved)

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

Gosz stated she would like to have the Utility Commission meet on December 18th at 5:00 PM. The Commission agreed.

OLD BUSINESS:

A. Water User Rate Study – Public Hearing Notice:

Gosz reported the Public Hearing Notice for the water rate increase will be published in the November 16th Brillion News. This notice was also posted on the City’s website, at the Brillion City Hall, Brillion Community Center, and at the Brillion Public Library.

Gosz asked the Commission if they would like City Hall Staff to do a separate mailing to the City residents notifying them of this water rate increase. The consensus of the Commission was not to send a separate notification.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Krueger moved to adjourn the meeting. Seconded by Mertens. Motion carried unanimously. The meeting was adjourned at 8:29 pm.

Joy L. Buboltz
Deputy Clerk/Treasurer