

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

January 15, 2018

Brillion City Hall Conference Room

6:00 pm

CALL TO ORDER:

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

Vince and Sherry Hietpas.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE DECEMBER 18, 2017 WATER AND SEWER UTILITY MEETING:

Motion –Sonnabend moved to approve the December 18, 2017 Water and Sewer Utility Meeting minutes. Seconded by Krueger. Motion carried unanimously.

APPROVAL OF VOUCHERS:

2017:

Motion – Schwahn moved to approve the 2017 Water and Sewer Utility operating vouchers in the amount of \$21,730.58. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

2018:

Motion – Mertens moved to approve the 2018 Water and Sewer Utility operating vouchers in the amount of \$42,506.99. Seconded by Boldt. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

Sherry Hietpas stated she is with the Forest Junction Utility and they are having problems with the collection of water and sewer bills in the mobile home park. She was interested in knowing how the City of Brillion bills for water and sewer service for the mobile home park in the City.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2018 Project – Custer Street/Bentwood Drive:

(Approved)

Geiger informed the Commission that this project should be going to bid in late January with the City Council approving the bids in February or March. Mini storm sewers will be installed in Bentwood Drive with this project.

Litersky reported that after reviewing the televising done on Custer Street and Jackson Street it was noticed that there is a lot of service work that needs to be done on the both sides of Jackson Street. On the east side of Jackson Street, there aren't as many issues as on the west side of Jackson Street.

Krueger asked how many residents have hooked up the City's mini storm sewer when this type of project was done on their street. Geiger stated approximately 85%.

Gosz suggested to the Commission that they consider holding a Public Informational Meeting at their February meeting for this project.

Wittmann asked if any televising work has been done on Bentwood Drive. Vaclavik stated no. Wittmann asked if they are planning on televising Bentwood Drive before the mini storm sewer work is done. Geiger and Litersky will review the last televising that was done by PLC on that street to see if there are any concerns they have with the condition of the laterals, mains, etc.

WPDES PERMIT REISSUANCE:

A. Phosphorus Limit Compliance:

Nothing new to report at this time.

B. Chloride Variance:

Vaclavik reported that the cost effective analysis was completed and it showed that the City of Brillion would qualify for a variance. There still may be some requirements that we may need to address. One of those requirements may be reusing of the brine.

LEAD WATER SERVICE LINE REPLACEMENT:

A. Ordinance:

Geiger reported that he does not have an update at this time. He is still looking at creating an ordinance.

B. Education:

The Commission received a "Lead in Drinking Water" handout that was prepared by Geiger and Litersky. Litersky reported that the City of Manitowoc and the City of Two Rivers is in the same position as the City of Brillion with lead service. A letter was also created to be distributed to residents when their water meter is changed. They will continue to educate the residents.

Litersky reported that everything went well with the audit.

C. Corrosion Control Treatment (CCT) Bids:

Geiger reported that Requests for Proposals were mailed out for the Utility's Corrosion Control Treatment. Two (2) bids were received; Martelle and Hawkins.

(Approved)

Martelle's bid was submitted incomplete by the deadline due date. The biggest difference between the two (2) bids is the feed rate. Martelle is suggesting 1 part per million and Hawkins is suggesting 5 parts per million. There is concern with the 1 part per million, whether or not that amount will be effective. Geiger stated the Utility has received good support from Hawkins.

Krueger asked if both companies are suggesting the same chemical to be used. Much stated yes. Schwahn asked what the difference is in what we are adding right now. Geiger stated they will be doing the mix opposite of what we are currently doing. Both companies agreed on doing the mix the opposite way we are currently doing it. Litersky informed the Commission that the DNR would need to approve this mix before using it.

Schwahn asked what the annual cost of this treatment would be on the current Utility Budget. Litersky stated it may decrease the amount in the budget.

Geiger stated he is recommending going with the bid from Hawkins.

Motion – Sonnabend moved to accept the bid from Hawkins for the Corrosion Control Treatment. Seconded by Krueger. Call vote taken. Motion carried unanimously.

WELL #6 – CONSIDER LOCATION:

Mayor Deiter stated he would like the Utility Commission to revisit the possibility of purchasing land for Well #6.

Vaclavik presented the past information she had on the search for property for Well #6. She reported that Layne conducted a geology exploration and identified three (3) possible areas. The next step in the process is to check to see if there are any new contaminations at those three (3) potential sites. Drilling on those sites would also need to be done. She is recommending obtaining an Offer to Purchase before drilling on those properties. She would also like to contact Pat Jurcek again on this.

Krueger stated she is fine with pursuing a site but the Utility doesn't have money available to purchase land at this time. Kopidlansky stated he feels the Utility needs to continue forward with this. Vaclavik stated all three (3) sites would need to be tested to see which site would be the best fit.

Gosz and Geiger will review past paperwork on this.

MCO REPORT:

Much reported that the DNR has had very productive conversations with PPI on their zinc discharge and will be touring the facility to discuss noncompliance issues. The DNR handles the pre-treatment portion of PPI's permit.

A. Monthly Superintendent Report/Update:

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

(Approved)

1. They did not go over their phosphorus limit during the problem they had with the phosphorus analyzer pump/injector.
2. The frost depth on Sunrise Circle is 32"-34" and they will be using that gauge for possibly having residents run their faucet so they do not get frozen service in their home.
3. Monitoring level trends at the tower was discussed.
4. They contacted some of the residents that had frozen services in the past about the possibility of running water in their home so their service does not freeze.

ENGINEER'S REPORT:

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

Vaclavik stated that the Utility Commission discussed the option of doing a loop on the west side of the City instead of doing the transmission main connection project. She reminded the Commission that they started to discuss the transmission main connection project when the City had the numerous water main breaks a few years ago. It was considered doing the transmission main connection project at this time since the Main Street Square Project will be taking place hopefully this year and road work will be done anyway in the area that the transmission main is scheduled to go.

Vaclavik explained one drawback to the loop going down Northway Drive north to Hacker Road is that the loop would be crossing private property and easements will need to be obtained. Another option is to have the loop go down Lee Avenue to Hacker Road. The drawback to this option is that the main on Lee Avenue is 4"-6", which is not a particularly strong area of the water system. An upgrade of the main would need to be done.

Sonnabend stated he feels the Utility Commission needs to seriously considering doing the loop system on the west side of the City. Geiger reminded the Commission with the recent borrowing that money was set for the transmission main connection project. The funds from that borrowing needs to be used by 2019. Geiger also reminded the Commission that they need to keep the former Brillion Iron Works property in mind.

Mertens stated he feels it is important to do the loop and to go with the Lee Avenue option. Vaclavik stated that with this option no property will need to be acquired. Geiger stated he would like to see the transmission main connection project done first.

Vaclavik stated she will bring an agreement for the design work for the transmission main connection project to next month's meeting.

Motion – Mertens moved to start with the engineering for the transmission main connection project. Seconded by Kopidlansky. Call vote taken. Motion carried unanimously.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

No report.

(Approved)

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

Gosz reported that the December Budget Report was emailed to the Commission. She stated that is not the final report for 2017. She also reported that the City's annual audit will start on January 22nd.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

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

Joy L. Buboltz
Deputy Clerk/Treasurer