

(Approved)

**WATER AND SEWER UTILITY COMMISSION  
Minutes**

**May 21, 2018**

**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 City Administrator Clerk/Treasurer Lori Gosz, Tony Kappell from McMahon and Pete Litersky from MCO, Public Works Director Andy Geiger. Absent were Mayor Gary Deiter and Deputy Clerk/Treasurer Joy Buboltz.

**GUESTS:**

None.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF THE MINUTES OF THE APRIL 16, 2018 WATER AND SEWER UTILITY MEETING:**

**Motion** – Boldt moved to approve the April 16, 2018 Water and Sewer Utility Meeting minutes. Seconded by Mertens. Motion carried unanimously.

**APPROVAL OF VOUCHERS:**

Gosz reported there is a correction to the amount for Frontier bill. It should be \$351.29 not \$396.79. Total to be approved is \$53,299.01.

**Motion** – Schwahn moved to approve the Water and Sewer Utility operating vouchers in the amount of \$53,299.01. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

**CITIZEN INPUT:**

**A. Water Quality:**

Krueger reported she spoke with three (3) property owners who had water quality concerns. One property owner is on Mary Street who noticed black “gunk” in the fixtures. The other two (2) property owners were on Lee Avenue and Bentwood Drive who noticed chlorine smell.

Litersky stated a Customer Complaint Form has been created for customers to use and submit to City Hall. If we are notified sooner than later it will help find the source. He has given a form to the customers that Krueger reported had concerns. Krueger will follow up with them on this.

Litersky explained the smell of chloride is due to not enough chlorine in the system. There was an issue at Well #3 which has been corrected. Geiger explained cul de sacs or dead end roads may also have less chlorine causing the odor.

(Approved)

The Customer Complaint Form will be on the City's website.

**INFLOW & INFILTRATION REDUCTION PROJECT:**

**A. 2018 Project – Custer Street/Bentwood Drive Project – Update:**

Geiger reported the Utility work is completed and roads are paved. Geiger reported he expressed to Ron Wolf, McMahon, his disappointment with poor communication from Bowers when water was shut off.

Geiger reported on the landscaping work. Bowers plans to be in on Tuesday, May 22<sup>nd</sup>, to begin the work.

**WPDES PERMIT REISSUANCE:**

**A. Phosphorus Limit Compliance:**

Nothing new to report at this time.

**B. Chloride Variance:**

Kappell reported the DNR has submitted the application to the EPA.

**LEAD WATER SERVICE LINE REPLACEMENT/EDUCATION:**

Litersky reported water quality parameters were done at both Wells. Also, five (5) lead and copper samples were required, which showed high levels. This is due to the addition of the new chemicals. He has talked to the chemical supplier who advised this will reduce over time. Samples will be taken again in July.

**WELL #6 – CONSIDER LOCATION:**

No report.

**MCO REPORT:**

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

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

1. WWTP Filters were offline in April due to snow melt and in May due to the rain event.
2. Zink Tank leak at PPI. He and Geiger are following up with PPI and asked that they notify the City as soon as an issue arises.
3. Graph chart prepared by Kopidlansky for 116/108 E. National Avenue on a usage complaint. Monthly readings will be done to track the usage.
4. All lift stations have been cleaned.
5. Sanitary Sewer overflow due to the rain event on May 3<sup>rd</sup>-4<sup>th</sup>. The SCADA System failed during this rain event. Kappell reported this is being discussed at McMahon. It may be a bad connection at Well #5 to the antenna causing bad communications. This will be tested to plan for a solution should another failure occur.

Mertens suggested getting prices to correct the sanitary sewer manhole covers that are concerns during heavy rain events. Litersky reported all the manholes in Spring Creek were fixed but there are others on Tesch Street that should be fixed.

(Approved)

Geiger reported he has been talking with the DNR about clearing the channels in the Marsh. This work will be done in 2019 by the DNR.

**ENGINEER'S REPORT:**

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

Kappell reported the schedule is for bid documents to go out in August with bid opening in September. Construction can begin in fall of 2018 with completion in spring 2019. This will be discussed by the Engineer and Staff before the bid documents are distributed.

**CHAIRMAN:**

No report.

**PUBLIC WORKS DIRECTOR:**

Geiger reported on the number of sanitary backups in basements. He reported that Staff met with a property owner on Glenview Avenue to explain the work the City has been doing with the I/I Reduction.

Geiger reported during the rain event there were many hands on to help. He thanked all who worked during the event.

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

No report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

**Motion** – Krueger moved to adjourn the meeting. Seconded by Sonnabend. Motion carried unanimously. The meeting was adjourned at 7:17 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer