

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

June 18, 2018

Brillion City Hall

6:00 pm

CALL TO ORDER:

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

ROLL CALL:

Present were Mary Jo Krueger, Wally Sonnabend (arriving at 6:07 PM), Russ Boldt, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were City Administrator Clerk/Treasurer Lori Gosz, Ron Wolf from McMahon, Pete Litersky from MCO, Public Works Director Andy Geiger, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Mayor Gary Deiter and Jeff Wittmann.

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE MAY 21, 2018 WATER AND SEWER UTILITY MEETING:

These minutes were not included for approval. Item tabled.

APPROVAL OF VOUCHERS:

Motion – Boldt moved to approve the Water and Sewer Utility operating vouchers in the amount of \$219,004.61. Seconded by Mertens. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

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

Geiger reported that by law screens are to be installed in catch basin until vegetation (grass) is growing along the terrace area. Unfortunately, one (1) of the bags by the catch basin was “sucked” into the catch basin and got blocked which caused an obstruction for water flow into the catch basin. Therefore, Bentwood Drive flooded. Once the obstruction was cleared water from the street was able to flow into the catch basin.

City Staff did receive one (1) complaint from the Custer Street Project in which behind Tadych’s Econo Foods building some of the terrace area was not filled in with grass seed.

Geiger reported that approximately 75% of the residents in the project areas have connected their mini storm sewer line to the City’s storm sewer.

(Approved)

2019 Project – Consider Project Area:

Geiger stated he was considering the streets of Jackson and Custer as an I/I Project for next year. However, since the new apartment building wouldn't be completed at that time he is considering moving those streets to be done in 2020. He stated he was also considering the streets of Elm, Market, and Homewood to be done in 2021. After reviewing the televising tape from Elm Street he is reconsidering holding off on doing Elm Street till 2021 due to the amount of leakage into the sanitary sewer and the amount of tree roots found.

Mertens agreed on holding off with streets of Jackson and Custer until the apartment building is constructed. Mertens also agreed that Elm Street should be done soon. Geiger stated that Elm Street would not have a full reconstruction of the street but rather just I/I work. He is also considering adding Market Street with the Elm Street Project.

Geiger reported that the City Council may be looking at placing a referendum question on the fall election asking the electors of the City to increase the City's tax levy strictly for street repairs. The tax levy increase could be dropped off of the tax roll at any time. It's either a tax levy increase or borrow for upcoming projects. Gosz explained how the tax levy process would work.

6:07 PM – Wally Sonnabend arrived.

Geiger proposed the following streets for I/I:

- 2019 – Jackson Street, balance of Custer Street, and Sunrise Circle.
- 2020 – Homewood Drive and Market Street.
- 2021 – Valley View Drive and Elm Street
- 2022 – Tesch Street.

He is still considering moving Elm Street Project to an earlier timeframe.

WPDES PERMIT REISSUANCE:

A. Phosphorus Limit Compliance:

Much reported that he feels there is enough data collected so they are able to stop sampling at this time. The numbers are fine.

B. Chloride Variance:

No report.

LEAD WATER SERVICE LINE REPLACEMENT/EDUCATION:

Geiger reported that City Staff will continue to make people aware of lead water service. Litersky stated information on lead is printed on the resident's water bills. The next lead sampling will take place on October 10th.

WELL #6 – CONSIDER LOCATION:

No report.

(Approved)

MCO REPORT:

A. Resolution – Compliance Maintenance Annual Report:

Much explained this Report is a report card of the City's Wastewater Treatment Plant. The City received A's & B's. Much reviewed the grades with the Commission.

Motion – Sonnabend moved to recommend to City Council the 2017 Compliance Maintenance Annual Report. Seconded by Mertens. Call vote. Motion carried unanimously.

B. 2018-2019 CMOM Goals:

Much explained that each year the City needs to set their yearly goals. Litersky reported that the proposed goals are reviewed with Geiger earlier in the year.

Much reviewed the goals and reported that some of the goals have already been met.

C. Monthly Superintendent Report/Update:

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

1. WWTP Filters were taken offline in May due to the rain event.
2. Screw Drive Replacement.
3. Repairs made at the Main Street Well due to water issues at the Well.
4. The salt tank was cleaned and the float was replaced at Well #3.
5. There was a moisture issue found at Well #5. They are looking at moving the remote to Well #3.
6. Buboltz reported that the water consumption at 116/108 E. National Avenue has been resolved. The consumption at both of those buildings declined and the property owner is content with the water usage there.
7. Two water samples (hot and cold) were taken at LaVern Schwahn's home due to water concerns at the home.
8. The CCR was published in the Brillion News.
9. There are seven (7) services that need to be repaired.
10. Lift stations look good.
11. The cost to bolt down manholes is approximately \$1,800 a manhole.

Geiger stated it is important to look at updates/upgrades at the Wastewater Treatment Plant. One area of concern is the sewer lift drives. The cost to replace one of those drives is approximately \$50,000. Gosz stated that expense would be eligible to be taken from the Sewer User Replacement Fund. Geiger stated this issue will need to be looked at further with Chad Olson and Tony Kappell from McMahan.

ENGINEER'S REPORT:

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

Wolf explained the route of the transmission main was discussed. It is hoped to have the design work for this project done soon so by July or August the project can be sent out for bids. This project may be done yet this fall or might be done next year in spring.

Geiger stated the Utility may be looking at replacing lead services with this project too.

(Approved)

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

Geiger reported on an issue at 219 Grand Avenue regarding that home's sanitary sewer lateral to the City's sanitary sewer main. The City has for many years cleaned that property owner's sanitary sewer lateral. Actually, that property owner is responsible for cleaning his own lateral. The Utility has now stopped cleaning his lateral.

Geiger will send a letter to this property owner and explain to him that the Utility will no longer clean his laterals and include a copy of the City's Ordinance explaining that it is his responsibility to do so.

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

A. 618 Lee Avenue:

Buboltz explained that she received an email from the property owner of 618 Lee Avenue explaining that there is an old water line that runs from his home to the stage area at BAKKHEIA. He had an individual come in to replace a faucet at his home and that individual turned on that water line, which caused that water to run for over a month. This property owner is looking for a credit on the sewer portion of his bill since that water did not go through the City's sewer system.

Buboltz explained that in the past the Utility has granted credits to homeowners where there was water usage but that water did not go through the Utility's sewer system. Buboltz stated she would average the amount of water normally used by this property owner and credit the sewer portion of his bill for the difference.

Motion – Mertens moved to grant a credit to the property owner at 618 Lee Avenue's sewer portion of his bill due to this water leak issue. Seconded by Kopidlansky. Call vote. Motion carried unanimously.

Buboltz reported that the 2nd quarter bills amounted to \$401,633.09 with 1,245 bills mailed. She also reported that \$553.63 was collected through TRIP this month.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Krueger moved to adjourn the meeting. Seconded by Boldt. Motion carried unanimously. The meeting was adjourned at 7:08 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer