

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

August 20, 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 Mayor Gary Deiter, 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, Ron Wolf from McMahon (arriving at 6:07 PM), Pete Litersky from MCO, Public Works Director Andy Geiger, Paul Much from MCO, and Deputy Clerk/Treasurer Joy Buboltz.

GUESTS:

None.

APPROVAL OF AGENDA:

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

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

Motion – Boldt moved to approve the July 16, 2018 Water and Sewer Utility Meeting minutes. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Krueger moved to approve the Water and Sewer Utility operating vouchers in the amount of \$54,061.09. Seconded by Mertens. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2019 Project – Consider Project Area:

Geiger reported he did not receive estimated costs for the proposed areas to be done in 2019. He hopes to have the estimated costs at next month's meeting.

Geiger reported there is still one (1) lateral from an older project that needs to hook to the City's storm sewer. There are still three (3) properties from this year's project that need to hook their mini storm sewer to the City's system.

WPDES PERMIT COMPLIANCE:

No update.

(Approved)

MCO REPORT:

A. Monthly Superintendent Report/Update:

Litersky reviewed his Monthly Report with the Commission and reported on the following:

1. The Screw Pump Drive is working well after the repairs Geiger made to it.
2. The DNR will be doing an inspection on the City's water next week Wednesday.
3. Replaced a 1" water service at Ariens.
4. Manhole Dish for I/I.

Litersky explained the concept with a manhole dish for I/I. He stated that currently the Village of Wrightstown uses this manhole dish. He explained there are approximately 40 areas in the City that this dish could be permanently placed. Some areas where this dish would be installed would need to be removed in winter, due to snow plowing.

Mertens stated he likes the idea of using manhole dishes for I/I, and feels it is a low price item to try. The consensus of the Commission was to order the dishes and install them where need be. Krueger suggested placing this information in the GIS System noting where these dishes are installed.

Litersky stated the fall flush is scheduled for the week of September 10th.

ENGINEER'S REPORT:

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

Wolf reported that the plans for the Transmission Main Connection Project were completed last week and contractors are now looking to bid on the project. Bids for the project will be opened on August 30th with a September 2019 completion date. Wolf reported that the contractor will be required to patch the roadways by the spring of 2020. With this project, lead water lines are also scheduled to be replaced.

Geiger reported there is a substantial I/I issue on Center Street.

CHAIRMAN:

No report.

PUBLIC WORKS DIRECTOR:

A. Well #5 Erosion and Undermining:

Geiger stated he contacted Tony Kappell, McMahon, and Kappell informed him that he is trying to contact RJM Construction, the construction contractor for Well #5, regarding the erosion at Well #5. To date, Kappell hasn't heard from RJM Construction. Geiger feels it is important to get as much water flowing away from the building as possible.

B. Focus on Energy Audit:

Wolf explained that three (3) companies were contacted for this Audit with two (2) companies submitting a proposal; Donohue & Associates and McMahon. Geiger stated he was not impressed with the way Donohue & Associates responded with the quote. Geiger reminded the Commission that this Audit is just them auditing our system.

(Approved)

Wolf explained that 90% of the Audit is funded by a Focus on Energy Grant, with a municipality paying the other 10%.

Motion – Krueger moved to accept the Agreement for Professional Services with McMahon for the Focus on Energy Audit. Seconded by Sonnabend.

Kopidlansky stated with this Audit is will be a blue print for the future.

Call vote taken. Motion carried unanimously.

CITY ADMINISTRATOR/CITY CLERK/TREASURER:

No report.

OLD BUSINESS:

A. WPDES Permit Compliance:

No report.

B. Lead Water Service Line Replacement/Education:

Geiger reported that a lead water service line replacement report needs to be submitted to the DNR by September 30th. The DNR wanted the City to replace 7% of the lead water services in the City in 2018. The Utility did not meet that 7%.

C. Well #6 – Consider Location:

No report.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Krueger moved to adjourn the meeting. Seconded by Sonnabend. Motion carried unanimously. The meeting was adjourned at 6:30 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer