

(Approved)

**WATER AND SEWER UTILITY COMMISSION  
Minutes**

**September 17, 2018**

**Brillion Community Center**

**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, Tony Kappell from McMahan, 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** – Boldt moved to approve the agenda as presented. Seconded by Mertens. Call vote taken. Motion carried unanimously.

**APPROVAL OF THE MINUTES OF THE AUGUST 20, 2018 WATER AND SEWER UTILITY MEETING:**

**Motion** – Krueger moved to approve the August 20, 2018 Water and Sewer Utility Meeting minutes. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

**APPROVAL OF VOUCHERS:**

**Motion** – Schwahn moved to approve the Water and Sewer Utility operating vouchers in the amount of \$51,385.82. Seconded by Krueger. Call vote taken. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**INFLOW & INFILTRATION REDUCTION PROJECT:**

**A. 2019 Project – Consider Project Area:**

Geiger reported that he received preliminary budget numbers for streets he is considering for repairs in 2019; those being Market Street, Elm Street, and Sunrise Circle. Market Street's budget cost is \$186,229, Elm Street's budget cost for total reconstruction is \$301,039, and the budget cost for Sunrise Circle (which would be done similar to Bentwood Drive project) is \$127,851. He is considering not doing the Sunrise Circle project in 2019.

Geiger stated there are a number of lead services that need to be replaced in the Market Street and Elm Street area. Those streets also have areas of I & I that need to be addressed. Mayor Deiter stated he thought there are grants available to help municipalities with the replacements of

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lead water services. Geiger stated these lead lines are to the property owner's homes. Gosz stated Staff will check on possible grant opportunities for the replacement of lead services.

Mertens asked if the Utility will meet its quota for lead replacement. Geiger stated in 2018 no, but with replacing lead services in 2019 it will help.

Mertens asked is there is concern with upcoming costs to the Utility with the new City Center project and the former Brillion Iron Works property. He asked if there are adequate funds available for the proposed 2019 Projects or should the Commission consider holding off a year before doing any more street projects. Gosz stated the streets that are proposed to be done in 2019 are part of a 5 Year Project Capital Plan she created. Based on that Plan, she feels it would be fine to proceed with the 2019 Projects. She cautioned there is still concern though. Geiger stated it is important that we look at meeting our lead replacement quota, but is open for suggestions.

Mertens stated he is concern the Utility may run short of funds for all of these projects. He suggested the Commission look at adjusting the I&I Schedule. He feels the Utility should consider putting off these projects for a year due to other potential projects in the next year or two (2). Geiger stated the funds for these proposed budgets would come from borrowing and doesn't feel these proposed projects would make or break the Utility's funding capabilities.

Gosz informed the Commission that at the end of 2018 the City would have \$3.3 million dollar debt limit availability. She reminded the Commission that Sewer Revenue Bonds do not count against the City's debt limit. Mertens stated he feels it will be clearer in a year.

Schwahn asked if the Utility has received any feedback from the DNR. Geiger stated the DNR may have comments regarding the replacement of lead services.

This will be discussed again at the October meeting.

## **MCO REPORT:**

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

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

1. The WWTP filters were taken off line on August 28<sup>th</sup> and August 29<sup>th</sup>.
2. The Utility had to bypass on August 28<sup>th</sup>. At Peters Park 25,000 gallons were bypassed and at the WWTP 15,000 gallons were bypassed.
3. The DNR conducted an inspection at the water facilities. There are many items that need to be addressed. There is one (1) major deficiency and that being the overflow pipe at the towers.
4. Flushing went well with only one (1) complaint received. The industries along USH 10 were notified of flushing to be done tomorrow.
5. Some manhole inserts have been installed.

Litersky reported on lead sites that he will need to find for his next testing period.

## **ENGINEER'S REPORT:**

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

Kappell reported that 11 bids were received with Kruczek Construction, Inc. coming in with the lowest bid of \$518,518.18. This bid came in approximately \$50,000 less than what was anticipated. He reported that he is unsure when Kruczek Construction would be able to begin the project.

**Motion** – Krueger moved to recommend to City Council to award the Transmission Main Connection Project to Kruczek Construction Inc in the amount of \$518,518.18. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

**CHAIRMAN:**

No report.

**PUBLIC WORKS DIRECTOR:**

**A. Well #5 Erosion and Undermining:**

Geiger reported that he met with RJM Construction last week regarding the erosion at Well #5. RJM Construction agreed to split the cost of the repair with the City. It is suggested to relay the entire line. Geiger stated that RJM has no reason to warrant what happened there with the erosion, but they are in agreement to split the cost for the repair. Krueger asked if the erosion problem happened due to poor soil in that area. Geiger stated they are unsure what caused the erosion to happen.

Geiger explained how it is being proposed to repair the area caused by the erosion. Extension on the down spouts will also be done. Mertens asked the estimated cost to the Utility for this repair. Geiger stated \$1,000 - \$1,500 is his estimate.

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

No report.

**OLD BUSINESS:**

**A. WPDES Permit Compliance:**

Kappell explained that the Utility's WPDES Permit was recently reissued with two (2) issues; those being chlorides and phosphates.

As far as with the chlorides, there is an Annual Report that is due soon. With the condition in the Permit, the Utility each year needs to reduce the amount of chlorides in the System. The DNR is looking for progress each year.

As far as the phosphates, the DNR is giving the City a four (4) year planning period to meet the City's required discharged limits. Options will be looked at. The ultimate limit the DNR is looking for from the City is .075. In year four (4) the Utility needs to have a plan in place.

Year six (6) proposed improvements at the Wastewater Treatment Plant must be submitted to the DNR, and in year nine (9) the Utility will need to implement those improvements.

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Kappell stated he will bring Agreements for Professional Services on these issues to the October meeting.

**B. Focus on Energy Audit Assessment:**

Geiger stated he has given the application to Kappell who will then submit it to Focus on Energy to see if the City is eligible for the grant.

**C. Lead Water Service Line Replacement/Education:**

No report.

**D. Well #6 – Consider Location:**

No report.

**NEW BUSINESS:**

Mertens questioned the status of the repair to the storm sewer line on N. Parkway Drive near Mike Richter's property. Geiger stated this storm sewer line will probably be replaced next year.

Mertens questioned the Pagel Avenue roadway progress. Geiger reported that Kempen Excavating is working on moving the catch basins, Mau Engineering will be marking the elevation of the road way, and the road will be then paved in two (2) weeks.

Krueger asked if any additional work can be done with the roadway at Horn Park. Geiger explained the best way to fix that roadway is to dig out the road base and asphalt it.

**ADJOURNMENT:**

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

Joy L. Buboltz  
Deputy Clerk-Treasurer