

(Unapproved)

**WATER AND SEWER UTILITY COMMISSION  
Minutes**

**December 17, 2018**

**Brillion Community Center**

**5:00 pm**

**CALL TO ORDER:**

Vice-Chairperson Schwahn called the meeting to order at 5:00 pm.

**ROLL CALL:**

Present were Mayor Gary Deiter, Mary Jo Krueger, Wally Sonnabend, Russ Boldt, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens (arriving at 5:10 PM). Also present were City Administrator Clerk/Treasurer Lori Gosz, Tony Kappell from McMahon, Public Works Director Andy Geiger, Pete Litersky from MCO, Paul Much from MCO, and Deputy Clerk/Treasurer Joy Buboltz. Absent was Jeff Wittmann.

**GUESTS:**

None.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF THE MINUTES OF THE NOVEMBER 19, 2018 WATER AND SEWER UTILITY MEETING:**

**Motion** – Boldt moved to approve the November 19, 2018 Water and Sewer Utility Meeting minutes. Seconded by Krueger. Call vote taken. Motion carried unanimously.

**APPROVAL OF VOUCHERS:**

**Motion** – Boldt moved to approve the Water and Sewer Utility operating vouchers in the amount of \$44,840.70. Seconded by Krueger.

Litersky noted that the voucher to Quality Sandblasting should actually be payable to RJM Construction.

Call vote taken. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**INFLOW & INFILTRATION REDUCTION PROJECT:**

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

Geiger reported the targeted area for the 2019 Project is Elm Street and Market Street. A meeting has been scheduled with the DNR in January regarding the City's non-compliance of lead service replacement. Geiger stated he would like to put together the bid documents for the 2019 Project as soon as possible.

(Unapproved)

Geiger reported the storm sewer locations have been placed on the GIS Program and will be given to McMahon for them to complete. This information will be up to date.

### **MCO REPORT:**

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

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

1. Two Reed Beds are left to be cleaned and televised.
2. The Air/Vacuum Relief Valves have been installed at the Wells and the Softener Stager was replaced at Well #3, which is part of the DNR Reporting.
3. Most of the meters at the former Brillion Iron Works have been removed and the services have been capped. A few meters still remain.
4. The homeowner at 218 N. Main Street replaced his lead water service.
5. The Ryan Street Lift Station was cleaned and the transducer was replaced.
6. The Main Lift Station float control service report.

#### **B. Ryan Street Lift Station Pump Replacement:**

Litersky reported they received an alarm at the Ryan Street Lift Station, so they pulled the pump and received a quote to repair the pump. This would be a backup pump.

Geiger reported to rebuild the current pump, which is a Chicago pump, would cost \$8,519.00. However, a new Ebara Pump would cost \$7,925.00. He stated that if the Utility Commission wants a Chicago Pump he would then suggest repairing the current pump.

**Motion** – Krueger moved to purchase the Ebara Pump at a cost of \$7,925.00. Seconded by Boldt. Call vote. Motion carried unanimously.

#### **A. MCO Contract Increase – 2019:**

Much explained that MCO is requesting a 2% increase in the proposed 2019 Contract. He indicated that the CPI-U Index for 2019 is 2.3%. He stated MCO was able to control the health insurance rates for 2019.

**Motion** – Sonnabend moved to approve the 2019 MCO Contract at a cost of \$257,778.36. Seconded by Mertens. Call vote. Motion carried unanimously.

### **ENGINEER'S REPORT:**

Kappell reported on the following:

1. No update on the Transmission Main Project.
2. At the end of December the Chloride Report is due.
3. Focus on Energy Audit.

### **OLD BUSINESS:**

#### **A. Focus on Energy Audit Assessment:**

Kappell reported the Audit for the Wastewater Treatment Plan was submitted on November 30<sup>th</sup>. An assessment on the equipment and structure was done. Kappell noted that the Wastewater Treatment Plan is nearing its treatment capacity.

(Unapproved)

Kappell reported they are looking at three (3) energy savings options and explained those options. Kappell suggested looking at the facility when a plan for phosphorus control is done. Geiger suggested looking at the lighting option at this time. He suggested meeting with Focus on Energy for any possible “kickbacks”.

**CHAIRMAN:**

No report.

**PUBLIC WORKS DIRECTOR:**

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

Geiger reported that RJM Construction dug out the asphalt and built an installation box around the drain pipe and installed a “u” channel around the pipe. Geiger also noted that Litersky installed eve troughs on the building.

Schwahn asked if RJM will be covering this cost. Geiger stated that it was agreed upon to split this cost.

**B. 2019 Water and Sewer Utility Budget:**

Geiger reported that Litersky and him met and drafted this budget. Per City Administrator Gosz, there is a shortfall of \$30,000 on the water side of this budget. Mayor Deiter noted that the closing of the former Brillion Iron Works property affected this budget. Geiger noted that water usage decreased also by homeowners/businesses.

Litersky noted that one of the pumps will need to be pulled in 2019, due to the 10 year rotation. The cost to pull the pump may or may not be as much as proposed in the budget. He also noted that they are trying to use a different kind of salt for savings.

**Motion** – Krueger moved to approve the 2019 Water and Sewer Utility Budget as proposed. Seconded by Kopidlansky. Call vote. Motion carried unanimously.

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

No report.

**OLD BUSINESS (CONT.):**

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

The notice received from the DNR has been posted. Notification was also on the water bills.

**C. Well #6 – Consider Location:**

No report.

**NEW BUSINESS:**

Mayor Deiter asked which well pump is being pulled in 2019. Litersky stated Well #1. Litersky explained that the efficiency at Well #1 has been the same. Mayor Deiter asked if we are receiving adequate water from Well #5 and if so, should we discontinue at looking for a location for Well #6. Gosz suggested obtaining a “Right of First Refusal” for a possible site for Well #6.

(Unapproved)

Geiger reminded that testing of the possible site would need to be done before committing to a Well #6 site.

**ADJOURNMENT:**

**Motion** – Kopidlansky moved to adjourn the meeting. Seconded by Mertens. Motion carried unanimously. The meeting was adjourned at 5:48 pm.

Joy L. Buboltz  
Deputy Clerk/Treasurer