

(Approved)

**WATER AND SEWER UTILITY COMMISSION  
Minutes**

**July 21, 2014**

**Brillion City Hall Conference Room**

**6:00 pm**

**CALL TO ORDER:**

Chairperson Jeff Wittmann called the meeting to order at 6:00 pm.

**ROLL CALL:**

Present were Mayor Gary Deiter, Jeff Wittmann, Mary Jo Krueger, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Randy Much and Paul Much from MCO, Amy Vaclavik from McMahan, City Administrator-Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Wally Sonnabend and Joe Levash.

**GUESTS:**

None.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF THE MINUTES OF THE JUNE 16, 2014 WATER AND SEWER UTILITY MEETING AND THE JULY 14, 2014 JOINT CITY COUNCIL AND WATER AND SEWER UTILITY COMMISSION MEETING:**

**Motion** – Krueger moved to collectively approve the minutes of the June 16, 2014 Water and Sewer Utility Meeting minutes and the July 14, 2014 Joint City Council and Water and Sewer Utility Commission Meeting minutes. Seconded by Mertens. Call vote taken. Motion carried unanimously.

**APPROVAL OF VOUCHERS:**

**Motion** – Schwahn moved to approve the Water and Sewer Utility vouchers in the amount of \$462,326.25. Seconded by Krueger.

Krueger questioned the manual check payment to Jossart Brothers. Gosz explained that payment request was approved at the June 23rd Joint City Council and Water and Sewer Utility Commission meeting. Schwahn questioned the payment of \$30,000 for televising. Vaclavik and Randy Much explained that was for all of the televising that was completed this year.

Call vote taken. Motion carried unanimously.

**A. Water Transmission Main Contract – Certificate for Payment #2 – Jossart Brothers:**

**Motion** – Krueger moved to approve the payment in the amount of \$236,111.89 to Jossart Brothers for Certificate for Payment #2 for the Well #5 Project. Seconded by Schwahn.

(Approved)

Schwahn asked if there were any problems with the work done by Jossart Brothers. Vaclavik stated no and that Jossart Brothers are almost done with the project. Jossart Brothers just need to connect to the boring yet and complete the restoration work.

Call vote taken. Motion carried unanimously.

**CITIZEN INPUT:**

None.

**REVIEW AND AWARD BID – ANNUAL SEWER TELEVISIONING AND CLEANING:**

Gosz reported four (4) bids were received and opened the bids with the following results:

- **Speedy Clean** - \$9,429.10 plus an hourly charge of \$225.00 for storm sewer work and an hourly charge of \$245.00 for the additional work – vacuum cleaning of salt tanks.
- **Northern Pipe** - \$10,611.04 plus an hourly charge of \$210.00 for storm sewer work and an hourly charge of \$225.00 for the additional work – vacuum cleaning of salt tanks.
- **PLC Water Jetting Service, Inc.** - \$9,780.07 plus an hourly charge of \$200.00 for storm sewer work and an hourly charge of \$200.00 for the additional work – vacuum cleaning of salt tanks.
- **Visu Sewer, Inc.** - \$20,686.20 plus an hourly charge of \$180.00 for storm sewer work and an hourly charge of \$275.00 for the additional work – vacuum cleaning of salt tanks.

**Motion** – Krueger moved to award the 2014 Sewer Cleaning Proposal to PLC Water Jetting, in the amount \$9,780.07 plus an hourly charge of \$200.00 for storm sewer work and an hourly charge of \$200.00 for the additional work – vacuum cleaning of salt tanks. Seconded by Mertens. Call vote taken. Motion carried unanimously.

**INFLOW & INFILTRATION REDUCTION PROJECTS:**

**A. Review of Sanitary Sewer Main Cleaning & Wet Weather Televisioning:**

Vaclavik explained that televisioning was done this year by Great Lakes TV Seal and from that televisioning it showed that almost every lateral had a defect. The streets that were televised were Trier Street, Dewey Street, Schley Street, Columbus Avenue, MacArthur Avenue, Wisconsin Avenue, Cleveland Street, and Water Street.

Randy Much informed the Commission that two (2) leaky manholes were found; one on Fawn Drive and S. Glenview Avenue and another in a field by Horn Street. Kopidlansky asked if those manholes would be repaired immediately. Vaclavik explained that one (1) of the manholes needs to be grouted and possibly the other manhole also. Vaclavik stated she could bring a cost estimate to next month's meeting for that work. Wittmann suggested repairing those manholes soon and the work should just be completed since it would be considered maintenance. Krueger noted that the City needs to do their part in removing clear water from the sanitary sewer.

**B. 2015 Inflow & Infiltration Reduction Project:**

Vaclavik stated she could bring to the August meeting a proposal to have the surveying done for this project to be completed yet this fall.

Gosz informed the Commission that Ehlers suggested using funds from the 2015 Borrowing for the 2015 and 2016 projects.

(Approved)

Gosz also informed the Commission that she sent an email to Anne Van Grinsven from the DNR updating her on the City's I & I efforts. Van Grinsven is requesting from the City information on what project will be completed in 2015. Schwahn and Mayor Deiter suggested emailing Van Grinsven a copy of the approved map of projects.

Vaclavik stated she will bring a proposal for services to the August meeting for the topo work to be done for the 2015 Project to be done this fall. She will also compile a proposed schedule for the 2015 Project.

#### **MCO REPORT:**

##### **A. Review of Emergency Water Use Plan:**

Nothing new to report. Mayor Deiter asked if MCO Staff could check to make sure that the well at the Brillion Middle School, when is in use, is not affecting the City's Well #1 and Well #2. He asked if the Brillion Middle School's well may be pumping from the same aquifer as the City's wells. Randy Much stated this will be checked.

##### **B. Monitor Metal Levels in Slug Discharges to the Wastewater Treatment Plan – Update:**

Randy Much reported that he had MCO Staff monitor the effluent released from the Wastewater Treatment Plant. Randy Much reviewed those results with the Commission. He informed the Commission that there may be a problem with the next permit renewal.

Randy Much informed the Commission that Larry Dietz from Professional Plating informed him that Professional Plating would cooperate with the proposed dye testing for their facility as long as the rest of the industries in the City are also dye tested.

Mayor Deiter informed the Commission that this Commission is responsible for what goes to the Wastewater Treatment Plant and what goes out of the Wastewater Treatment Plant. This needs to be worked on.

Mertens suggested dye testing all of the City's industries every other month. Randy Much explained, per a map of results presented to the Commission, why it appears the zinc issue is coming from Professional Plating. Mertens stated based on those results dye testing is the only way left to check if there is an issue at Professional Plating other than spending a lot of money on monitoring wells.

Krueger suggested considering installing a monitoring well by Professional Plating. Mayor Deiter stated if a monitoring manhole is installed there and it is found that the zinc issue is coming from Professional Plating then Professional Plating would be charged for the expense of installing the monitoring manhole.

Mayor Deiter suggested sending a letter to Larry Dietz informing him that the Utility Commission wants to proceed with the dye testing in their facility and if he refuses, then contact the DNR. Randy Much stated he would like to deal with this issue now, instead waiting for the permit renewal process.

(Approved)

Wittmann suggested installing a monitoring manhole and charge Professional Plating monthly for it. Krueger stated that Professional Plating is ultimately responsible, per City Ordinance. Gosz stated Professional Plating could be charge for the monitoring manhole similar to charging of special assessments with interest charged each year.

Buboltz suggested contacting Matt Vechart from Endries International on this issue. Mertens agreed. Gosz stated she will contact Matt Vechart on this issue.

Randy Much stated that ultimately monitoring manholes would be the best option.

Wittmann asked if sampling for zinc was done at Ariens. Randy Much stated yes.

**C. Capacity, Management, Operation and Maintenance (CMOM) Program:**

Randy Much explained that MCO will start working on the manual for this program.

**D. Phosphorus Limit Compliance - Update:**

No new information.

**E. Design and Construction of Monitoring Manholes - Update:**

No report.

**Other:**

Randy Much informed the Commission that Layne will be in the City this week installing the correct pump at Well #3.

**ENGINEER'S REPORT:**

Vaclavik informed the Commission that the substantial completion date for the cleanout of the reed beds is September 5<sup>th</sup>.

**A. Evaluation of Viable Water Treatment Options - Update:**

No report.

**B. Development of New Water Supply - Update:**

**i. Well #5 – Updates:**

Vaclavik reported that RJM Construction started work today at Well #5. She also reported that she did not hear anything more from Sam's Well Drilling and that she is still waiting for the five (5) year guarantee from Sam's.

**ii. Well #6 – Updates:**

**A. Proposals for Investigations Related to Identifying a Location for Well #6:**

Vaclavik stated she feels the Utility Commission should move forward with finding a location for Well #6. Krueger stated she would like to wait with Well #6 until Well #5 is up and going. Gosz informed the Commission that Jon Cameron from Ehlers informed her that the PSC is reviewing the water conservation efforts by the Brillion Iron Works and has some concerns with Well #6.

(Approved)

Randy Much stated his concerns are with the reliability of Well #1, Well #2, and Well #3. He explained with exploring a location for Well #6 the City would at least have a site for that well and would save two (2) years of waiting.

Mayor Deiter stated he feels the City should consider the Ariens property along Round Lake Road for Well #6. Gosz stated that Mrs. Michael Ariens gave her a verbal approval to proceed on their property. Wittmann stated he feels the Utility should continue with investigating sites for Well #6.

Kopidlansky suggested sending a letter to the local industries asking them to give the City their input on their future water needs for their industry.

Wittmann suggested obtaining more information for next month's meeting.

**CHAIRMAN:**

No report.

**ADMINISTRATOR:**

Gosz informed the Commission that she was contacted by several individuals that were interested in some of the items at the home of 231 S. Main Street. She stated if a resident wanted items from that home they needed to sign a Waiver for the items and paid a fee for the items.

Gosz informed the Commission that their meeting packet items would now be located on the City's website.

**CITY CLERK/TREASURER:**

No report.

**OLD BUSINESS:**

**A. Water Rate Increase Application Update:**

Gosz reported that Jon Cameron from Ehlers informed her that the PSC should be done reviewing the City's application soon.

Mertens questioned the debris that was again cleaned out at the Lift Stations. He asked what is the next step for this Commission to take so the lifts don't need to be cleaned out each month at a cost of approximately \$1,000 a month. Much stated he could have MCO Staff check the manhole every few hours to see if the source we think it may be coming from is actually where it is coming from. It was suggested installing a screening on the pipe by the manhole to get proof where this debris is coming from. The business would be notified ahead of time if this is done. The consensus of the Commission was to go ahead with the screening and notifying of that business a screen is being installed.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

(Approved)

**Motion** – Krueger moved to adjourn the meeting. Seconded by Mertens. Motion carried unanimously. The meeting was adjourned at 7:27 pm.

Joy L. Buboltz  
Deputy Clerk/Treasurer