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**SPECIAL JOINT CITY COUNCIL AND  
WATER AND SEWER UTILITY COMMISSION  
MEETING  
Minutes**

**September 8, 2014**

**Brillion Community Center**

**7:00 PM**

**CALL TO ORDER:**

Mayor Gary Deiter called the meeting to order at 7:00 PM.

**ROLL CALL:**

**CITY COUNCIL:**

Present were Mayor Gary Deiter, Alderpersons Robert Brick, Mel Edinger, Crystal Fhlug, Betty Nies, Wally Sonnabend, and Carrie Wenzel. Also present was City Administrator/Clerk-Treasurer Lori Gosz. Absent was Alderperson Larry Van Frachen.

**WATER AND SEWER COMMISSION:**

Present were Mayor Gary Deiter, Jeff Wittmann, Mary Jo Krueger (arriving at 8:16 pm), Wally Sonnabend, Joe Levash, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens.

**GUESTS:**

Guests of the meeting were Amy Vaclavik and Ron Wolf from McMahan, Ashleigh Kees, Jon Kees, Carol Propson, Barbara Schaeuble, Holly Thurow Riahi, Doug Laux, Roger Bladow, Bill Brandes, Erhardt Wordell, Audrey Wordell, Scott Wolter, Patrick Kloes, Dennis Haen, Mike Wagner, Wendi Butkovich, Art Cafilisch, Ann Cafilisch, Janet Rappel, Tony Foytik, Chad Gruett, Lonnie Puskala, Ron Zeuske, Delores Wordell, Eric Burich, Lucas Ratajczak, Helen Fischer-Ratajczak, Steve Juno, Elizabeth Swogger, Jason Gantz, Richard Eickert, Stan Kempen, Craig Orth, Tammy Quinzer, CJ Krueger, Gene Schmidt, Diane Ott, Christine Behnke-Fansler.

**APPROVAL OF THE AGENDA:**

**Motion** – Edinger moved to approve the agenda as printed and circulated. Seconded by Fhlug. Call vote taken. Motion carried unanimously.

**2015 CLEARWATER I/I REMEDIATION AND STREET RECONSTRUCTION PROJECT PUBLIC INFORMATION MEETING:**

Mayor Deiter began by explaining the intent of this meeting is to inform the property owners affected by the 2015 Clearwater I/I Remediation and Street Reconstruction Project. He briefly explained the project area is selected as a result of a compliance order from the DNR. He explained the City is being mandated by the DNR to remove Clearwater from the sanitary sewer system.

Administrator Gosz gave a history on the I/I (Inflow/Infiltration) study and work that the Utility Commission and City Council has done. She explained in October of 2010 the DNR issued a “Notice of Violation” to the City of Brillion because of sanitary sewer overflows, and then on December 13, 2010 the DNR and the City entered into a Compliance Agreement which identifies actions the City will take to eliminate sewer system overflows. She explained these overflows or bypass events occur after heavy rain events when the City’s sanitary system cannot keep up with the high flows and sanitary sewer is bypassed at the Waste Water Treatment Plant and poured onto the ground. She noted that to date in 2014 the City has received 4 notices of bypass violations from the DNR. Gosz further explained in 2010-2012 the Utility Commission did an extensive study on I/I. During this study it was found that the major source of I/I into the sanitary sewer system is coming from private sanitary sewer laterals. She explained a Facilities Plan to Address Wet Weather Peak Flows was submitted by the City to the DNR in December of 2011, the recommended plan included to implement a City-Wide Private Sanitary Sewer Lateral Remediation Project and other projects. Gosz stated the City has already

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completed other projects to reduce I/I which included; a survey of manhole covers with replacement of any covers that have open pick holes (completed in 2011), repairs were made to interceptor manholes in Spring Creek (complete in 2012), approximately 1,000 lineal feet of clay sewer pipe, six manholes and sewer laterals from the sewer main to the property line were replaced with the USH 10 project (completed in 2012), approximately 250 lineal feet of clay sewer pipe was slip-lined with PVC pipe and two manholes were replaced in Horn Park (completed in 2012), and on-going efforts include Time of Sale Clearwater Inspections that requires when a home constructed prior to 2005 is sold, a clear water inspection must be conducted.

Gosz explained in 2012 the City Council adopted ordinances and policies to administer I/I remediation projects. She noted that these ordinances can be found on the City Municipal Code on the City website. She explained that City Code Sec. 98-197 specifically addresses Private Sewer Laterals.

Gosz explained during remediation projects the City requires that the property owner replace/remediate their private lateral if the lateral is found to be defective. The property owner may elect to contract with a properly licensed contractor to complete the repairs or have the City's contractor complete the repairs.

Gosz explained in 2012 after reviewing wet weather televising video, the Utility Commission considered Trier Street to be the first sanitary sewer remediation project area. However, after the concerns voiced by affected property owners in this area, the Commission proposed to complete sanitary sewer remediation projects in conjunction with street reconstruction projects. The main concern voiced from the property owners was that they were assessed for curb/gutter, sidewalk, and driveway in 2000. The Utility Commission then proposed to complete S. Francis Street (Horn St. to E. Water St.) as a full street reconstruction/remediation project. The project was completed in 2013 and was considered successful. Prior to construction approximately 20 laterals were defective and flowing and after construction none were flowing.

Gosz finished by explaining in 2014 the City Council and Utility Commission worked with the City's Financial Advisors (Ehlers) to develop a 5 year Financial Management Plan to address capital project needs for the next 5 years. During this process the Utility Commission recommended completing as much sanitary sewer remediation work as the City can afford, then include street reconstruction when possible. The Utility Commission reviewed proposed sections of the City for I/I remediation for the next 5 years and felt that Columbus, Schley, Dewey and Trier Streets should be done in 2015.

Mayor Deiter further explained this I/I remediation work is being mandated by the DNR. He stated the City needs to report to the DNR every (2) two months on progress made. Deiter explained the City is trying to do the best and most cost effective method of remediation.

Amy Vaclavik from McMahan gave a presentation of the 2015 I/I Reduction Project. She explained the presentation will give an overview on the Wastewater Treatment System, Inflow/Infiltration (I/I), I/I investigations and I/I remediation projects.

Vaclavik explained that over the years the flows have increased at the Wastewater Treatment Plant due to an aging system. She explained the sanitary sewer system, including private laterals, that serve the north central portion of the City were constructed prior to 1950 with a large area constructed prior to 1930. She explained the difference between Inflow and Infiltration. Inflow occurs with clear water (storm water) enters the sanitary sewer system through manhole covers, storm sewer cross-connections, foundation drains, sump pump connections. Infiltration occurs when clear water enters the sanitary sewer system through defective pipes, pipe joints, and defective private laterals.

Vaclavik explained sanitary sewer overflows (SSOs). She stated SSOs occur when the sewer system does not have sufficient capacity to convey the flows to the Wastewater Treatment Plant, explaining that SSOs have occurred in Brillion for several years at the Main Lift Station at Peters Park and at the Waste Water Treatment

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Plant. She pointed out the number of violations the DNR has issued to the City for SSOs and that the City is required to meet with and report to the DNR regularly regarding actions to eliminate SSOs.

Vaclavik explained the investigations conducted to identify sources of I/I, which include flow monitoring, smoke testing, wet weather sewer televising, and televising of private sewer laterals.

Vaclavik explained the Facility Plan to Address Wet Weather Peak Flows developed by the City which was submitted to the DNR in December 2011 included options to address wet weather peak flows. The first option was to increase the capacity of the Main Lift Station and the Wastewater Treatment Plant to handle 9 MGD (current capacity is 3 MGD). This option would cost \$10.5 million and would create operational inefficiencies. The second option was to reduce the I/I in the sanitary sewer system by developing a City-Wide Sanitary Sewer Lateral Remediation Program. The second option was agreed to by the City and the DNR.

Vaclavik reviewed the 5 Year I/I Remediation Plan approved by the City. She explained ordinances and policies have been adopted to administer projects. These policies and ordinances were used successfully during the 2013 S. Francis Street Project. She explained the Private Sewer Lateral ordinance identifies defects that require the repair or replacement of private sewer laterals.

Vaclavik reported wet weather televising was conducted in April and May of 2014. During this televising work, 98 private laterals were televised and 4,080 lineal feet of main line sewer was televised. Of the 98 private laterals televised 41 have infiltration flowing. She reported the televising was done during a week day in the afternoon. Vaclavik showed illustrations of televising done during the wet weather televising, showing root balls, root intrusions, and water flowing from joints and cracks.

Vaclavik explained the work involved in the 2015 Clearwater I/I Remediation Project. She explained the areas south of Ryan Street (Columbus Avenue, Schley Street, Dewey Street, Trier Street) will include spot repairs of mainline sewers, replacement or repairs of private sewer laterals from the terrace to the home, construction of mini-storm sewers in the terrace if needed and construction of storm sewer laterals. She explained the property owner will have the option of selecting the lateral remediation option; options include open construction or pipe bursting. She explained the home owner may elect to install a sump crock as part of the project to reduce the potential of basement flooding. She explained the area north of Ryan Street (Columbus Avenue) will be a full street reconstruction and I/I remediation. She further explained the City has received a small grant for the street work for this project. Property owner Gene Schmidt questioned how the storm sewer would be addressed with this portion of the project. Vaclavik stated this will be reviewed during the field survey and design engineering work. Ron Wolf explained the survey work will be done in fall 2014 which will not include home inspections. He further explained that during the bidding phase, engineers will meet with each individual property owner to identify work for each parcel. There will be another information meeting to explain this process.

Vaclavik explained the project will be bid in spring of 2015. The cost of the project will be divided by the City, Utility and property owners. Vaclavik explained the property owner's portion of the project costs will be special assessed to the property owners. Estimates of the assessment will be provided to the property owner and the City will hold a Public Hearing for the project. The construction contract will include a (2) two year settlement guarantee.

Vaclavik explained the time schedule for the project, explaining the property owner does have the option to have the private lateral work completed by a private contractor; however, this is a permit process. Vaclavik reviewed the estimated project costs, based on the costs associated with the 2013 S. Francis Street Project. She explained the final assessment will depend on the actual work done at each home and contractor bid costs.

Mayor Deiter asked if there were any questions from those present. Craig Orth, 125 Trier Street, questioned the investigations on illegal connections. Vaclavik explained parking lot drains, public building drains were

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inspected for illegal connections. Gosz explained the process for Time of Sale Clearwater Inspections. She reported that in 2014 the City has averaged one inspection every week to two weeks. She stated there have been some illegal connections reported by the Building Inspector, who then reinspects for corrections. Orth voiced disagreement that 6 MDG is coming from private sewer laterals. Jon Kees stated the Fire Department has been called to pump at the Main Lift Station during heavy rain events and has pumped over 12 hours during one event.

Orth question how the Utility Commission determined to come back to the Trier Street area. Vaclavik stated this core area has always been a high area of concern. Trier Street has the most inflow recorded. Orth questions why the Utility decided to move away from full street reconstruction and I/I remediation projects. Vaclavik stated the City cannot afford to complete full street reconstruction projects in conjunction with I/I remediation projects and that the Utility Commission would like to keep street areas of I/I remediation together. Orth questioned why the Cleveland Street area is not being done first, stating it was identified as a higher area of concern. Jeff Wittmann stated the area of Cleveland Street was looked at but was not a higher area of concern. Mayor Deiter stated the City is not doing these projects as a way to spend property owners money, we have to do it and are going to move forward as planned. We are bound by the DNR to correct the I/I problem.

The option of slip-lining was questioned. Wolf explained the difference between pipe bursting and slip-lining. He stated slip-lining is only done when areas are hard to reach. He stated pipe bursting is more cost effective.

Ron Zeuske, 711 Columbus Avenue, questioned how other communities charge for special assessments. Vaclavik stated each community is different. Mayor Deiter stated again that the City is trying to work with property owners to get what is necessary done.

Orth questioned if any of the project will be done without tearing open the street. Wolf explained the goal is to not open the street, lateral connection will be made from the back of the curb to the home. He explained the mainline sewer has a couple of defects which can be done with liners between manholes to avoid opening up the street.

Stan Kempen, 515 Columbus Avenue, voiced concern of the City wanting to come back in a couple of years and reconstruct the street. Wolf explained the City cannot afford to complete street reconstruction in conjunction with I/I remediation at the same time frame that the DNR is wanting. Mayor Deiter explained the reason the DNR is concerns with sanitary sewer overflows is when gray water hits the ground it ends up in the water aquifers which can ultimately contaminate drinking wells. This is also a concern of the City because we are limited to where we can get drinking water from.

Mayor Deiter stated as this project moves forward the City will continue to work with the affected property owners. He explained as elected and appointed officials they are responsible for mandates imposed on the City.

It was questioned why the costs of these City wide projects cannot be leveled out equally to all tax payers. Alderperson Sonnabend stated the City has a borrowing limit that it cannot go over. Gosz explained the City must also maintain its levy limit.

Orth questioned the mini-storm sewer work. Wolf explained once the private lateral is repaired and water tight, the storm water from the home will need a place to go. A sump pump may need to be installed and a mini-storm sewer and lateral will give the property owner a place to connect storm water. He stated that the connection to the mini-storm sewer is only for sump pumps and not for down spouts.

Alderperson Fflug pulled up comparisons of what other communities are doing for I/I remediation.

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It was questioned how these project costs will affect the tax rate. Gosz explained the borrowing for projects is included in the 5 Year Financial Management plan and it is not anticipated to affect the City tax rate.

Mayor Deiter asked if there were any other questions or concerns. None were given.

**ADJOURNMENT:**

**Motion** – Sonnabend moved to adjourn the meeting. Seconded by Brick. Call vote taken. Motion carried unanimously. The meeting was adjourned at 8:30 PM.

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Gary Deiter, Mayor

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Lori M. Gosz, Administrator/Clerk-Treasurer