

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

February 16, 2015

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, Wally Sonnabend, Joe Levash, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Amy Vaclavik from McMahan, Randy Much from MCO, City Administrator/Clerk-Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz.

GUESTS:

Paul Much from MCO and Jeff Kellner from McMahan.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE JANUARY 19, 2015 WATER AND SEWER UTILITY MEETING:

Motion – Levash moved to approve the minutes of the January 19, 2015 Water and Sewer Utility meeting. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Krueger moved to approve the Water and Sewer Utility vouchers in the amount of \$66,829.57. Seconded by Sonnabend.

Krueger questioned the voucher payment for meters for stock. She stated it seems that voucher is on the list to be approved quite often. Buboltz stated those meters are for the 10 year meter replacement rotation. Krueger asked if the meters being purchased now are low lead meters. Randy Much stated yes.

Call vote taken. Motion carried unanimously.

A. Well #5 Pumphouse & Softener Facilities Modifications – Certificate for Payment #6 – RJM Construction LLC:

Motion – Schwahn moved to approve the Certificate for Payment #6 to RJM Construction LLC in the amount of \$18,509.88. Seconded by Krueger. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

(Approved)

INFLOW & INFILTRATION REDUCTION PROJECTS:

A. 2015 Inflow & Infiltration Reduction Project - Update:

Vaclavik reported Ron Wolf, McMahon, is working on the design work for this project. Advertising and bidding for this project will take place in March.

B. Review Quotes and Award 2015 Sanitary Sewer & Lateral Televising:

Vaclavik reported that three (3) quotes were received for the 2015 Sanitary Sewer & Lateral Televising Project. This project includes televising sanitary sewer laterals in the 2016 Infiltration/Inflow Project Area during wet weather. If conditions are favorable, additional laterals may be televised for the 2017 Infiltration/Inflow Project Area.

Vaclavik reported the low quote received was from Great Lakes TV Seal, in the amount of \$21,284.35.

Motion – Sonnabend moved to approve the quote from Great Lakes TV Seal, in the amount of \$21,284.35, for the 2015 Sanitary Sewer & Lateral Televising Project. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

C. 5-Year Inflow & Infiltration Reduction Plan Revision:

Vaclavik stated at last month's Utility Meeting it was suggested to continue with adding another area of the City onto the 5 Year Inflow & Infiltration Reduction Plan. McMahon and MCO are recommending the following areas be considered: Horn Street from Main Street to S. Parkway Drive, MacArthur Avenue, Wisconsin Avenue, and Lincoln Avenue from Wisconsin Avenue to Horn Street. During the televising in 2014 it was found that the laterals on MacArthur Avenue have roots in almost every lateral and there were also a fair number of lateral defects on MacArthur Avenue and Wisconsin Avenue. This area would also be considered to be the next oldest section of the City.

Vaclavik explained no street reconstruction work is being recommended for these streets at this time, but that could be revisited at a later time.

Levash noted that Washington Street area is also in an older area of the City.

Motion – Sonnabend moved to continue adding areas of the City to the City's 5-Year Inflow & Infiltration Reduction Plan by adding the area of Horn Street from Main Street to S. Parkway Drive, MacArthur Avenue, Wisconsin Avenue, and Lincoln Avenue from Wisconsin Avenue to Horn Street as the 2020 Inflow & Infiltration Reduction Project Area. Seconded by Levash. Call vote taken. Motion carried unanimously.

MCO REPORT:

A. WPDES Wastewater Permit Application - Update:

Randy Much reported that Paul Much has been working with MCO Employee Weinreis on this project. It is hoped to have the information mailed this week.

B. Monitor Metal Levels in Slug Discharge to the Wastewater Treatment Plant - Update:

(Approved)

Randy Much reported the levels have decreased significantly. These results have been sent to Professional Plating.

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

Randy Much reported Paul Much is about half way through this Program.

E. Phosphorus Limit Compliance – Update:

No new information.

E. Ryan Street Lift Station:

Randy Much reported there was a meeting held with Brillion West Haven regarding the debris coming from their facility to the Ryan Street Lift Station. Amy Doolittle from Brillion West Haven reported at the meeting there have been internal changes that have been implemented to hopefully help with the debris to the Lift Station. Brillion West Haven has changed the type of toweling they are now using. Randy Much stated that MCO Employee Weinreis has noticed in the last 2-3 weeks that the amount of debris is less at the Lift Station.

Gosz reported Brillion West Haven agreed the toweling found at the Lift Station came from them, however, is not convinced that gloves found at the Lift Station came from them. Brillion West Haven has changed the color of the gloves they are using to see if the gloves found at the Lift Station are indeed coming from their facility.

Wittmann stated the meeting with Brillion West Haven was good. Gosz reported a follow up meeting will be held with Brillion West Haven in a few months to review the steps they have taken to reduce the amount of debris to the Ryan Street Lift Station. Krueger stated she feels that someone, other than this Commission, should be responsible for the cost of cleaning the debris from the Ryan Street Lift Station. Mayor Deiter stated the MCO Employees check that Lift Station once a week and if it is noticed that debris is still a problem, this Commission can go back to Brillion West Haven on the cost to clean that debris. Krueger asked if Brillion West Haven is aware of these possible expenses. Gosz stated yes it was included in the letter sent to them after last month's Utility meeting.

Wittmann asked if the screening used by MCO to determine where the toweling was coming from should be installed elsewhere along that main to see if there is debris coming from any other businesses in that area. Randy Much stated that could be done once the ice and snow has melted.

Other:

Randy Much reported that the Brillion Iron Works contacted him regarding their closed loop system. The Brillion Iron Works may not in the future be able to drain from the closed loop system to the stream due to the copper levels being up. Randy Much stated he feels the Wastewater Treatment Plant would be able to handle that amount from the Brillion Iron Works. Randy Much stated a letter may be coming to the Utility Commission from the Brillion Iron Works on this issue.

ENGINEER'S REPORT:

(Approved)

A. Evaluation of Viable Water Treatment Options – Update:

Nothing new at this time.

B. Development of New Water Supply - Update:

i. Well #5 – Updates:

Kellner reported that Jossart Brothers completed their work last week. They also did the safe water testing samples. Right now they are working on the control panel from Well #5 to Well #3. It is hoped to pump water from Well #5 to Well #3 on Tuesday.

3. Pump House & Softener Facilities Modifications – RJM Construction, LLC – Change Order #5:

Kellner reported that Change Order #5 is for the changing of fittings & piping at Well #3 modifications from steel to the cement-lined ductile iron tee. The materials for this were more expensive than they thought it would be. The amount of this Change Order is \$871.50.

Motion – Sonnabend moved to recommend to City Council to approve Change Order #5 to RJM Construction LLC. in the amount of \$871.50. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

1. 2014 Water Transmission Main – Jossart Brothers, Inc. – Change Order #4:

Vaclavik explained this Change Order is a decrease to the Contract in the amount of \$30,252.52.

Motion – Krueger moved to recommend to City Council to approve Changer Order #4 with Jossart Brothers, Inc. to decrease the Contract in the amount of \$30,252.52. Seconded by Mertens. Call vote taken. Motion carried unanimously.

2. 2014 Water Transmission Main – Jossart Brothers, Inc. – Certificate of Substantial Completion:

Motion – Sonnabend moved to recommend to City Council to approve the Certificate of Substantial Completion with Jossart Brothers, Inc. Seconded by Levash. Call vote taken. Motion carried unanimously.

ii. Well #6 – Updates:

1. Layne Christensen – Geophysical Survey Update:

No report.

CHAIRMAN:

No report.

ADMINISTRATOR:

A. Financing Options for I/I Reduction/Street Reconstruction Utility Work/Generator Projects:

Gosz reported that Vaclavik and she met with Rhoda Flemming of the USDA regarding funding options for the City's upcoming I & I Project. Due to the amount of paperwork required with this grant, the City would be unable to complete the required paperwork for the 2015 I & I

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Projects. However, we can look at applying for a grant for the 2016 I & I Projects and the generator project. Preliminary engineering reports will be required for the application submittal.

Vaclavik stated the income level in the City of Brillion makes the City eligible to receive this type of grant; up to 30% - 40% of the project. Utility work, street reconstruction work, and the generator project would all qualify for funding through this project. Work done on private property, such as lateral work, is not grant eligible. The City/Utility will not need to use the funds right away either.

Vaclavik suggested combining the 2016 I & I Project, the 2017 I & I Project, and the generator project into the grant request.

Gosz stated the City/Utility can apply for the grant at any time.

Motion – Schwahn moved to proceed with the application work for USDA Funding. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

CITY CLERK/TREASURER:

Buboltz reported the Utility was able to collect \$758 through the State's TRIP Program for delinquent water and sewer bills.

OLD BUSINESS:

None.

NEW BUSINESS:

Kopidlansky noted on the precipitation chart that was distributed to the Commission the report should show 1" of snow on January 20th.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Krueger. Motion carried unanimously. The meeting was adjourned at 6:45 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer