

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

March 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, and Deputy Clerk/Treasurer Joy Buboltz. Absent was City Administrator Lori Gosz.

GUESTS:

Paul Much from MCO and City Resident Gene Schmidt.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE FEBRUARY 16, 2015 WATER AND SEWER UTILITY MEETING:

Motion – Levash moved to approve the minutes of the February 16, 2015 Water and Sewer Utility meeting. 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 \$88,844.46. Seconded by Krueger.

Sonnabend questioned the purchase of a gasoline storage cabinet for gas cans per the Fire Department. It was stated that cabinet was required to be installed by the Fire Department for the storage of gas cans.

Call vote taken. Motion carried unanimously.

A. Well #5 Pumphouse & Softener Facilities Modifications – Certificate for Payment #7 – RJM Construction LLC:

It was asked if this was the final payment to RJM Construction. Vaclavik stated they are still holding the retainage amount, which is 2.5% of the contract amount.

Motion – Sonnabend moved to approve the Certificate for Payment #7 to RJM Construction LLC in the amount of \$6,569.72. Seconded by Levash. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

(Approved)

A. Gene Schmidt – 708 Columbus Avenue:

Gene Schmidt stated there was a water main break last week near his home on Columbus Avenue. He is at this meeting to state that he is upset on the way the fixing of the water main was handled. He explained that the hose with the water ran down his gravel driveway towards his shed instead of towards the storm sewer drain.

Schmidt stated he was informed by DPW Working Leadman Dennis Jandrey that they would fix his gravel driveway. Schmidt stated the gravel driveway would need to be packed and rolled. He wants the driveway to be done right. He wants to go on record requesting this.

Schmidt stated he is not sure why the water wasn't run to the storm sewer on the street. He also stated that he has not seen DPW Staff to fix the gravel area yet.

Mayor Deiter thanked Schmidt for bringing his concerns to this Commission. Mayor Deiter asked Schmidt if he would be alright with waiting to have his gravel driveway redone until the Columbus Avenue Street Project is being worked on. Schmidt agreed to that but would like to have some gravel placed in the current hole along the south side of his driveway. DPW Staff will be instructed to fill that hole.

BRILLION IRON WORKS WATER DISCHARGE REQUEST:

Randy Much stated that the proposed water to be discharged is recycled water. Schwahn asked if the copper concentration in that water would affect the City's limit. Randy Much stated no.

Motion – Sonnabend moved to accept the water discharge from the Brillion Iron Works to the City's sanitary sewer. Seconded by Krueger.

It was asked when this discharge of water would occur. Randy Much stated he is not sure since the piping would need to be connected first. We will also need to figure out how to meter that water.

Call vote. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECTS:

A. 2015 Inflow & Infiltration Reduction Project - Update:

Vaclavik reported bids are scheduled to be opened on March 23rd. A joint City Council and Utility Commission meeting is scheduled on April 13th, which will serve as the Public Hearing for the special assessments for the projects. The awarding of the bid and the adoption of the Resolution will also take place that evening. The Pre-construction Meeting is scheduled for May 4th.

B. 2015 Sanitary Sewer & Lateral Televising - Update:

Vaclavik reported the cleaning of the sewer lines is done and they are just waiting for the wet weather televising to be done. Great Lakes TV Seal is ready to come when needed.

(Approved)

Randy Much suggested the Utility Commission consider a root control program in areas of the City when roots in the mains are an issue. This information could be placed in the GIS Program for future root control.

MCO REPORT:

A. March 2, 2015 Low Water Level/Water Main Breaks Incident:

Randy Much reported that on March 2nd there was a major leak in one of the fire service lines at the Brillion Iron Works. The pressure dropped so low that the tower levels were not reading anymore on the SCADA System. The lowest pressure dropped to was 32 PSI at Well #3. When that fire line was shut down the pressure and the tower levels started to climb. Shortly after this, there was several water main breaks in the City on Tuesday after the low tower level and low system pressure. The fact that most of the breaks were holes in the pipe indicated the pipe had weak or corroded spots and that is why the main break occurred. The pressure drop probably contributed to the main breaks. MCO Staff created a map where the main breaks occurred so those areas can be reviewed for possible main replacement in the future.

Randy Much also stated that there was ice in the tower that shifted that may have caused the pumps to not stop at the correct level and increase pressure on the distribution system. This probably also contributed to the main breaks. He suggested the Utility Commission consider installing a mixing pump in the tanks to help prevent ice buildup.

B. WPDES Wastewater Permit Application - Update:

Randy Much reported the permit application has been sent to the DNR.

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

Randy Much reported the levels are staying at the same level.

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

Randy Much reported Paul Much continues to work on this Program.

E. Phosphorus Limit Compliance – Update:

No new information.

F. Ryan Street Lift Station - Update:

Randy Much reported there is very little debris in the last few weeks.

Other:

Randy Much reported there was a home lateral that froze last week. The residents that had their laterals freeze last year were recently informed to again run their water for a few weeks.

ENGINEER'S REPORT:

A. Evaluation of Viable Water Treatment Options – Update:

Nothing new at this time.

B. Development of New Water Supply - Update:

i. Well #5 – Updates:

(Approved)

1. Sam's Well Drilling Contract – Final Application for Payment #2 Request:

Vaclavik reported that Sam's Well Drilling is requesting full payment for the extra work they did on Well #5. The Utility Commission had suggested that they would pay for one half of the Change Order amount. She did try to contact Sam's on this proposal but did not receive a response from them.

Motion – Sonnabend moved to submit a payment of \$24,052.50 to Sam's Well Drilling for the Well #5 project. Seconded by Mertens. Call vote taken. Motion carried unanimously.

Randy Much stated that they were informed by the DNR that two (2) more safe samples need to be completed before the well can go online. It was also stated that some programming needs to be completed yet.

Randy Much suggested the Utility Commission consider adding chlorination at Well #5. Chlorination was not included in the specs for Well #5. Mertens suggested obtaining costs for this and bring this information back to a Utility Commission meeting.

ii. Well #6 – Updates:

1. Layne Christensen – Geophysical Survey Update:

Vaclavik stated she has been in contact with Layne Christensen regarding when they would be able to go onto the proposed site. She was informed that there needs to be less than 6" of frost in the ground and not much mud in order to do the survey work.

CHAIRMAN:

No report.

ADMINISTRATOR:

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

Vaclavik reported she has been contacted by Ehlers & Associates regarding the financing options for upcoming projects. Vaclavik presented a revised cost for the Ryan Street Lift, which is approximately \$23,000 more than what was budgeted.

Vaclavik stated the Utility Commission needs to make a decision on whether or not to borrow for the Main Street Pumphouse generator at a cost of \$199,550. It was stated that the cost of the proposed 2015 G.O. Bonds borrowing for the 2015 and 2016 I & I Projects is \$1,505,000. The total amount, if including the generator projects, would be \$1,727,550.

Discussion followed on the financing.

Motion – Sonnabend moved to recommend to City Council the amount of \$1,727,550 for the 2015 G.O. Bonds borrowing for the 2015 and the 2016 I & I Projects and the generator projects. Seconded by Kopidlansky. Call vote taken. Motion carried unanimously.

CITY CLERK/TREASURER:

(Approved)

Buboltz reported on the new water bill form and the collection of delinquent water and sewer bills through TRIP.

OLD BUSINESS:

Levash questioned what process is used in reporting a water main break. Randy Much explained that after hours the Police Department will notify MCO Staff of the break. MCO Staff will then contact Hietpas Construction to come in and repair the break. The turning on and off of the water during a water main break was explained by Randy Much and Paul Much.

NEW BUSINESS:

Mayor Deiter reported on a letter received from Reid Ribble.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Sonnabend. Motion carried unanimously. The meeting was adjourned at 7:21 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer