

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

April 20, 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, Paul Much from MCO, City Administrator Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz.

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 MARCH 16, 2015 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the minutes of the March 16, 2015 Water and Sewer Utility meeting. Seconded by Levash. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Mertens moved to approve the Water and Sewer Utility vouchers in the amount of \$133,494.67. Seconded by Krueger. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

A. Diane Ott – 335 N. Main Street:

Wittmann reported that Diane Ott is asking for a reimbursement of labor during a water main break by her home. Krueger asked where the water was running towards on her property. Mayor Deiter stated the water was in the approach area of her driveway; however, that day was a very cold day so the water may not have run too far. Krueger asked how long of a time was Ott chipping the ice and moving the snow. The invoice does not state that amount of time.

Motion – Mertens moved to deny the request for reimbursement from Diane Ott. Seconded by Krueger. Call vote taken. Motion carried unanimously.

A thank you will be sent to Ott thanking her for her assistance.

APPLICATION FOR PAYMENT-FINAL PYMT-CERT #5-PETERS CONSTRUCTION-2013 S. FRANCIS STREET:

(Approved)

Vaclavik explained this request is the final payment of the 2013 S. Francis Street Project. The request is for \$12,486.27. However, before issuance of the check to the Contractor the City should expect to receive final lien waivers from the subcontractors along with an Affidavit of Compliance with Prevailing Wage Rates.

Motion – Schwahn moved to approve the Certification #5 Payment, final payment of the 2013 S. Francis Street Project, to Peters Construction in the amount of \$12,486.27. Seconded by Mertens. Call vote. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECTS:

A. 2015 Inflow & Infiltration Reduction Project - Update:

Vaclavik reported the Pre-construction Meeting is scheduled for May 4th. Ehlers is currently working on the borrowing for this project.

Buboltz reported that a property owner that attended the April 13th Public Hearing on the Special Assessments for the 2015 I & I Project informed her that he is in favor of the I & I Project. He informed Buboltz that he now has water in his basement, which he never had before, and is afraid that more water will flow into his basement if this project is not done. He also commended Amy Vaclavik and Ron Wolf on a well explained Power Point Presentation that night.

Mayor Deiter asked if the City/Utility should allow residents not to hook up to a mini storm sewer if they have a natural water way to drain their water to. Mertens stated each project should be addressed individually.

B. 2015 Sanitary Sewer & Lateral Televising - Update:

Much reported that the televising for the 2016 I & I Project has almost been completed. During the televising a large of amount of roots were found in which some of the roots had to be cut. It is hoped to start some of the 2017 I & I Project area this year.

Vaclavik reported the Cleveland Street area had a large amount of roots. The area of Cleveland Street from Monroe Street to Madison Street is scheduled for a total reconstruction in 2016. Wittmann suggested replacing the 6” line in the street with an 8” line.

MCO REPORT:

A. WPDES Wastewater Permit Application - Update:

Much reported the permit application has been sent to the DNR. A response has not been received from the DNR yet.

Vaclavik reported the Commission will again need to obtain a chloride permit with this Permit Application.

Kopidlansky stated the Brillion Iron Works has set a low time record of usage, which may help our permit application.

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

(Approved)

Nothing new to report. Will continue to monitor.

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

Much stated he continues to work on this Program.

D. Phosphorus Limit Compliance – Update:

No new information.

Mayor Deiter reported on a Phosphorus meeting he attended in Green Bay with Reid Ribble. Phosphorus is becoming a bigger issue now since water is being taken from Lake Michigan and Lake Winnebago for drinking. More meetings will be held on this in the new future.

D. Ryan Street Lift Station - Update:

No new information.

Other:

Much informed the Commission that the bill from Hietpas Construction was for repairs/replacement of curb boxes and valve boxes along with water main repairs.

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:

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

Vaclavik distributed a financial summary of the Sam's Well Drilling Contract. Vaclavik suggested the Commission consider splitting the cost of the grout. Krueger disagreed stating that Sam's should have known something was wrong when having to pour the extra grout. Vaclavik stated a well contractor can only stop filling with grout once the grout overflows from the top. This is a DNR requirement.

Wittmann agreed the Commission should consider splitting the cost of the grout with Sam's. Mertens questioned how much Sam's is losing on this contract. It was stated approximately \$10,000 - \$15,000.

Vaclavik informed the Commission there is a McMahon bill that she is holding of approximately \$8,000 for their extra costs with Well #5. She did state included in the loan request was the extra costs with Well #5 and the outstanding bill to McMahon.

Motion – Sonnabend moved to have Amy Vaclavik inform Sam's Well Drilling that the Water & Sewer Utility Commission is willing to split the cost of the grout, in the amount of \$1,950, 50/50. Seconded by Levash. Call vote taken. 6 yes votes and 1 no vote cast by Krueger. Motion carried.

(Approved)

Sonnabend asked if Well #5 is pumping water yet. Vaclavik explained the programming is scheduled to be worked on this Wednesday and Thursday. Wittmann commented on the amount of time it is taking to complete the work on Well #5. Vaclavik stated everything works, just the alarms aren't working.

2. Well #5 Pumphouse & Softener Facilities Modifications – General Construction – Certification of Substantial Completion – Review & Recommend Acceptance by City Council:

Vaclavik explained the Certification of Substantial Completion. She stated this Certification is similar to the Certificate approved for the water main project with Jossart Brothers. This Certificate starts the warranty on the project.

Motion – Kopidlansky moved to recommend to City Council to approve the Certificate of Substantial Completion for the general construction of Well #5. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

Other:

Vaclavik reported City Hall received a phone call from Scott Trochtra on April 10th in which he informed the City that he has dirty and cloudy water. He stated he has problems with his well when the Utility flushes hydrants and has water main breaks. Vaclavik stated that MCO Staff did obtain a water sample from Trochtra and noticed a sand/silt mix.

Vaclavik reported she informed Trochtra that Well #5 has not run much and advised him to contact a well pump installer. The well installer advised Trochtra to run his water for a while to see if the water would clear, which Trochtra did and then ran out of water.

Vaclavik noted that none of the other neighbors in that area have reported problems with their wells. Kopidlansky asked if the water level at Well #5 is checked every day. Vaclavik stated yes. She stated Trochtra may be in a different aquifer.

ii. Well #6 – Updates:

1. Layne Christensen – Geophysical Survey Update:

Vaclavik reported that Pat Jurek from Layne Christensen completed his data collection on the Kubichek property (south of Well #5) last week. He did start collecting data on the Levash property last week, but still has some collection yet to do. He hopes to be working on the Ariens property soon. Jurek informed Vaclavik that he has collected some good and interesting data.

C. Agreement for Professional Services – Emergency Generators:

Vaclavik explained the three (3) projects will be combined into one (1) Agreement and will be publicly bid as one (1) contract.

Vaclavik explained the Scope of Services for this project. The control work on the generators will be done by the contractor and the SCADA work will be done by McMahon. The cost of the Agreement for Professional Services is \$35,500.

(Approved)

Mayor Deiter expressed the importance of a generator at the Main Street Water Pumphouse, the Ryan Street Wastewater Lift Station, and Well #3 Pumphouse.

Motion – Kopidlansky moved to recommend to City Council the Agreement for Professional Services – Emergency Generators with McMahon for a cost of \$35,500. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

D. GIS Mapping:

Vaclavik explained the updates to the GIS Mapping that MCO would like to see. All of these tasks can be completed under the existing 2015 GIS Budget amount of \$10,000 (\$5,000 for each Utility). When the GIS maps were original developed a minimum effort was included with the intent that the system could be improved over time. She explained the requested updates. The potential additional updates to the GIS System could be paid by the City Council.

Mayor Deiter asked if the GIS System is being used by Staff. Vaclavik stated yes. The consensus of the Commission is to proceed with the updates as proposed and as budget allows.

Vaclavik also stated that at the next Commission meeting she will have information on the Ortho-P Analyzer.

CHAIRMAN:

Wittmann thanked the Commission for attending the April 13th Joint Meeting with the City Council and for looking at the whole picture with the I & I Projects. He also thanked Ron Wolf and Amy Vaclavik for their presentation and help at that meeting.

ADMINISTRATOR:

Gosz reported the 2014 Financial Audit review went well.

CITY CLERK/TREASURER:

None.

OLD BUSINESS:

Kopidlansky requested the February Monthly Reports. He also noted on March 25th the rain amount compared to the influent flow at the Wastewater Treatment Plant.

NEW BUSINESS:

Mayor Deiter reported a meeting will be held on May 8th with Ann Van Grissen from the DNR. He also gave an update on the Watershed Meetings being held at the Brillion Community Center and the update on the Brillion Marsh.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Levash. Motion carried unanimously. The meeting was adjourned at 7:31 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer