

(Unapproved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

December 21, 2015

Brillion City Hall

6:00 pm

CALL TO ORDER:

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

ROLL CALL:

Present were Jeff Wittmann, Mary Jo Krueger (arriving at 6:15 PM), Joe Levash, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Amy Vaclavik from McMahon, Randy Much from MCO, Paul Much from MCO, City Administrator Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Mayor Gary Deiter and Wally Sonnabend.

GUESTS:

Pete Litersky from MCO.

APPROVAL OF AGENDA:

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

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

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

APPROVAL OF VOUCHERS:

Motion – Schwahn moved to approve the Water and Sewer Utility operating vouchers in the amount of \$96,141.60. Seconded by Levash.

Wittmann questioned the inspection of the reeds. Randy Much stated it is required to have a one (1) mile radius of the reed beds inspected due to the reed beds at the Wastewater Treatment Plant.

Wittmann also noted that \$1,100 was spent on cleaning the Ryan Street Lift Station again.

Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

Gosz distributed a letter received from Rose Auer regarding her recent water bill.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2016 Inflow & Infiltration Reduction Project – Update:

B. 2015 Inflow & Infiltration Reduction Project – Update:

C. 2015 Sanitary Sewer & Lateral Televising – Update:

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Vaclavik reported that Great Lakes TV Seal was able to televise laterals and mains for the 2016 Inflow & Infiltration Reduction Project. Flows were up in the areas televised. In spring of 2016, weather permitting, it is hoped to complete the 2017 streets scheduled for Inflow & Infiltration Reduction.

Randy Much reported that the City of Brillion received 2.7” of rain recently. Only a small amount was bypassed by the Wastewater Treatment Plant, about 50 gallons. This was reported to the DNR.

Randy Much reported that Trier Street was checked to see if there was still clear water flowing. It was found that the laterals/mains weren't totally dry. However, he feels the City's I & I Program is working and is effective.

Wittman asked if any residents reported water in their basements. Gosz stated that Craig Orth called to state he had water in his basement. This may be a drain tile issue.

MCO REPORT:

A. WAS Line Break and Repair at WWTP:

Randy Much reported that he feels that the piping underground is falling apart. He stated MCO will be looking at the age of all of the equipment and making recommendations. He feels these repairs/replacements should be included in the Utility's Capital Improvement Plan.

Wittmann asked if the lines could be pipe burst. Randy Much stated they will look at the age. This WAS line was fixed.

B. Well #3 Pump Repair - Update:

Randy Much reported that it was thought that the temporary pump could be ran on the VFD, but have now found out that it cannot be ran on the VFD. An emergency pump is now at Well #3. Much stated it is important to get Well #3 fixed.

Randy Much reported that he had Layne bring the pipe back to Brillion. There is concern with the material on the coupling. It was noted that the one (1) pipe assembled at the manufacturing was defected and the other pipe that was assembled on the field showed no defects. Layne feels that stray electrical current may have caused the corrosion on the pipe, which Much disagrees with.

Randy Much distributed a copy of Layne's report to the Commission.

ENGINEER'S REPORT:

B. Corrosion Failure Analysis Proposal – Well #3 – SGS MSi:

Vaclavik explained there is a company, SGS MSi, which would test the materials, review the materials used, and consult on their findings. This investigation would take 10-15 days to do.

Wittmann asked if this company would be able to tell if the pipe has corrosion. Vaclavik stated the company could possibly identify the corrosion. Randy Much stated it would be good to know what may have caused this corrosion. Kopidlansky asked if there were batches made just

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for Brillion. Randy Much stated yes. Randy Much noted that the only damage on the pipe was to the area that was assembled at the factory.

Krueger suggested that the City inform Layne that the Commission does not agree with Layne's theory that stray current caused this corrosion.

Vaclavik stated McMahon does have some electrical suggestions that should be done at Well #3 anyway. Mertens stated he is concerned that if we hire this company to analyze the pipe this analysis may not give a definite answer.

Randy Much will meet again with Layne and inform them of the Utility's decision.

MCO REPORT (CONT):

C. Report on Water Main Breaks that Occurred on July 20, 2015 and July 21, 2015 - Update:

Gosz reported that the City's property insurance carrier denied the City's insurance claims for these water main breaks since the incident happened underground.

D. Ferric Chloride:

Randy Much reported that MCO Employees were able to get as much liquid out of the tank as possible.

Paul Much stated that ferric chloride is considered a hazardous product and needs to be disposed of properly. He reported he did receive two (2) quotes for cleanup and disposal of the ferric chloride. One quote was from Veolia at a price of \$9,482 to clean the tank and \$4,300 to dispose of the product. The other quote was from Safety Clean at a price of \$4,000-\$5,000 to clean the tank and a cost of \$170 per drum for disposal. Paul Much stated he wants to verify the quote from Safety Kleen.

The consensus of the Commission to go with the cheapest quote and to make sure the product is disposed of properly.

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

Paul Much reported the CMOM is done except for a few minor "touch ups".

F. Phosphorus Limit Compliance – Update:

No report.

G. Ryan Street Lift Station - Update:

Randy Much stated MCO Staff has moved the strainer to different areas with no debris collected. It appears the debris is not coming from any of the side streets. They will place the strainers by the laterals by the industries. It is possible to place the strainer on the main line once the flows are down. The consensus of the Commission is to place the strainer on the main line once the flows are down.

ENGINEER'S REPORT (CONT):

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A. Acceptance of Well #5 Project:

Vaclavik reported a regulation of the Safe Drinking Water Loan is that the City must accept the Well #5 Project.

Motion – Kopidlansky moved to recommend to City Council to approve the Well #5 Project. Seconded by Levash. Call vote taken. Motion carried unanimously.

C. Ryan Street Radio Telemetry Antenna Improvements – Update:

Vaclavik reported the Ryan Street Antenna Project has been completed and is working fine.

D. Standby Generator Improvements Project – Change Order #1:

Vaclavik reported that the DNR did another review of this City project and decided that with relocating the portable generator to Well #3 there needs to be some electrical changes. Also, there is a need to add a breaker to the existing control panel at Ryan Street to feed the new 120 volt genset load. The cost of this Change Order is \$4,638.00.

Motion – Levash moved to approve the Change Order #1 for the Standby Generator Improvement Project. Seconded by Mertens. Call vote taken. Motion carried unanimously.

Vaclavik reported that the shop drawings are done and they are waiting for the generators to arrive.

E. Control System Programming – Glenview Tower Transmitter:

Vaclavik reported the programming has been done and is working fine.

D. Evaluation of Viable Water Treatment Options – Update:

No report.

CHAIRMAN:

No report.

ADMINISTRATOR:

A. Consider Sewer Rate Increase:

Gosz stated that Ehlers proposed a 6% sewer rate increase in 2015 and an additional 4% increase in 2016. It is proposed to have this 6% increase go into effect the first quarter billing of 2016.

Motion – Kopidlansky moved to recommend to City Council a 6% sewer increase to go into effect the first quarter billing of 2016. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

B. 2016 Budget Preparation:

Gosz reported she reviewed the proposed budget with Randy Much and Paul Much and feels comfortable with it.

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Randy Much stated that MCO will have for a Capital Improvement Plan available for next year's budget. Once that Capital Improvement Plan has been completed, MCO will then work on a Master Plan.

Motion – Krueger moved to approve the 2016 Water Utility and Sewer Utility Budget. Seconded by Mertens. Call vote taken. Motion carried unanimously.

CITY CLERK/TREASURER:

Buboltz reported that she emailed three (3) utility bills which worked well. She will place on the next water and sewer bill and in the next quarterly newsletter that if any resident would like to have their water and sewer bill emailed to them to contact her.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Mertens. Motion carried unanimously. The meeting was adjourned at 7:12 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer