

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

January 18, 2016

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

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE DECEMBER 21, 2015 WATER AND SEWER UTILITY MEETING:

Motion – Krueger moved to approve the minutes of the December 21, 2015 Water and Sewer Utility meeting. Seconded by Levash. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Mertens moved to approve the 2015 Water and Sewer Utility operating vouchers in the amount of \$45,901.11. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

Motion – Schwahn moved to approve the 2016 Water and Sewer Utility operating vouchers in the amount of \$21,582.88. Seconded by Levash. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2016 Inflow & Infiltration Reduction Project – Update:

Vaclavik reported that McMahan has started on the base sheets and the design work will be started soon. Schwahn asked if McMahan has information on what was found during the televising. Vaclavik stated right now they have seen the same as in the 2015 Televising, i.e. roots.

C. 2015 Sanitary Sewer & Lateral Televising – Update:

Vaclavik reported that the project was completed. McMahan has just received the video and reports and will need review the video and reports.

(Approved)

B. 2015 Inflow & Infiltration Reduction Project – Update:

Vaclavik reported on an email that was sent to Anne Van Grinsven of the DNR. It is felt that the 2015 I & I Project was successful, based on the inspection done of the area during a heavy rainfall event on December 13th and December 14th.

Mayor Deiter stated that a few senior citizens have contacted him wondering if the City has a list of contractors that would hook sump pump lines to the street. It was discussed whether or not to create a list of contractors. It was felt that it should be up to the City resident to contact a licensed contractor.

Gosz reminded the Commission that a follow-up will be done in the spring to make sure that all homes in the 2015 I & I Project did hook up to the mini storm sewer as they were instructed to.

MCO REPORT:

A. Well #3 Pump Repair - Update:

Randy Much reported that Vaclavik received a letter from Layne informing her that the removal, repair, and reinstallation of the Well #3 pump will be covered under warranty at no cost to the City. Vaclavik stated that Layne is hoping to have this work done the week of February 1st.

Vaclavik reported that McMahon would like to scope the measurement of the electric current coming from the VFD's at all of the City's pump houses. She will bring a report to the February Utility Commission meeting on their findings.

Vaclavik also reported that the supplier of the materials for the pump at Well #3 would like to have the defective parts sent to them for quality assurance. She stated she will ask to have those parts be returned to the City once they are done with their investigation. This would have to be done at the supplier's cost.

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

No new information.

C. Ferric Chloride - Update:

Litersky reported that the tank will be checked this Tuesday. There is concern that since the remains is not pure ferric that the ferric may freeze in these temperatures. Paul Much stated it is hoped to have the tanks completed by next week.

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

Randy Much reported the document has been drafted. It is hoped to have the Capital Outlay Plan completed for next meeting and a work session be scheduled to review the Plan. Once the Utility Commission determines their Capital Plan that information will be included in the CMOM.

E. Phosphorus Limit Compliance – Update:

No report.

(Approved)

D. Ryan Street Lift Station - Update:

Randy Much reported that the accumulation of the debris has slowed down. If the accumulation increases again, then the screens will be moved around again.

Other:

Randy Much reported on the following:

1. On December 22nd another “slug” of zinc arrived at the Wastewater Treatment Plant. There have been two (2) large amounts of zinc at the Wastewater Treatment Plant in the last two (2) months.
2. The generator at Well #5 wouldn't start. A technician from the generator company feels that it was “dead” gas that caused the generator not to start. This will be monitored.
3. The phone line was lost on the SCADA System recently. Litersky reported that a backup line off of the internet has now been installed.

Krueger asked the status of the claim with the water main breaks this past summer. Gosz explained that the City's insurance carrier has denied the City's insurance claim. Paul Much stated the insurance carrier is reviewing the Brillion Iron Works claim against the City.

ENGINEER'S REPORT:

A. Standby Generator Improvements Project - Update:

Vaclavik reported that the generators will be delivered soon. Once the generators have been delivered, they will be installed. The substantial completion date for this project is the end of March with the final completion date being in April.

Kopidlansky stated he would like to thank Vaclavik for her efforts with the Well #3 pump repair and the work she did with Layne.

CHAIRMAN:

No report.

ADMINISTRATOR:

Gosz reported that the City Auditors will be working on the annual audit next week. She also reported that at the February 8th Committee of the Whole Meeting a joint informational meeting will be held with the Plan Commission, Redevelopment Authority, City Council, and the Utility Commission to hear a presentation from McMahon on a new company they are forming.

CITY CLERK/TREASURER:

Buboltz reported the fourth quarter water and sewer bills were due today.

OLD BUSINESS:

None.

NEW BUSINESS:

Mayor Deiter expressed concern with the possibility of not being able to get to the Well #5 site if there was snow storm. He suggested the Utility Commission consider purchasing a 4 wheel drive vehicle for the MCO employees. Levash stated he feels that area should be placed on the

(Approved)

high priority list for plowing. Mertens suggested discussing this with the DPW Staff and come up with a plan.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Mertens. Motion carried unanimously. The meeting was adjourned at 6:34 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer