

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

May 16, 2016

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

GUESTS:

Chad Olson from McMahan.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE APRIL 18, 2016 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the minutes of the April 18, 2016 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 operating vouchers in the amount of \$78,717.23. 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 Hietpas Construction started working on Cleveland Street/Monroe Street last week. They should have two (2) days left for the main sanitary sewer and then should be able to start the water main portion of the project. It is hoped to have M & E start pipe bursting soon.

B. Future I/I Project Areas:

Vaclavik reported a meeting was held between McMahan, MCO Staff, and City Staff to discuss future I/I Project areas. The map was then updated. Three (3) future I/I Project areas were defined, but no specific year was assigned to those Project Areas. The Commission can determine those years at a later date.

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Vaclavik stated the main focus of the I/I Projects was to remove clay laterals, which the proposed projects through 2020 should take care of. During the meeting, street conditions were reviewed to tie in with upcoming I/I projects. Levash stated that once most of the clay laterals have been replaced, the City may take the lead on future projects.

Changes to the proposed map were suggested and noted.

Vaclavik reported that abandoned laterals will be sealed off from inside the main.

Vaclavik reported a meeting with the DNR will be held on Tuesday, May 17th. This proposed I/I Project Areas map will be explained to the DNR at that meeting.

C. Ordinance 98-196 – Storm Sewer and/or Laterals:

Vaclavik explained that per City Ordinance a property owner can bring the storm sewer issues to the City Council to see if anything can be done. The City Engineer can look at that area and determine as to the necessity of the storm sewer and/or laterals on a case by case basis and estimate costs to correct those storm sewer issues. Levash noted that the current ordinance does not say that a majority of the property owners would need to go to the City Council with storm sewer issues. Discussion was held regarding the storm sewer issues on Springdale Drive and possible remedies for those issues.

Mayor Deiter stated this issue needs to be discussed with the DNR and will bring this issue to the DNR. Levash stated that some situations come down to safety, i.e. the buildup of ice on sidewalks and driveways in winter.

MCO REPORT:

A. Main Lift Station Operational Issues:

Paul Much stated there is nothing new to report at this time. Some programming was done at the Main Lift Station.

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

Paul Much reported the CMR (Compliance Maintenance Report) is due next month. The goals stated in the CMOM will then need to be updated. Some of the goals can be listed every year on the CMOM and some can be just yearly goals. Paul Much presented and explained some of the goals he feels should be included in the CMOM. One goal suggested was the updating of the GIS with heavy root growth areas. This item will be added to the goals list.

Krueger expressed concern with trying to keep the storm sewers clean when the City allows residents to dump their leaves alongside the curb for pickup. She also expressed concern with residents blowing their grass onto the roadway. Some of the leaves and grass clipping will enter the storm sewer system. Paul Much suggested the City update their leaf collection ordinance. Vaclavik suggested the City wait to update the leaf collection ordinance until the DNR is done with their revisions to leaf collection.

Mayor Deiter stated this issue needs to be discussed with City Staff with recommendations going to the City Council for approval.

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C. Phosphorus Limit Compliance – Update:

Nothing new.

D. Ryan Street Lift Station – Update:

Paul Much reported nothing new was found floating at the Lift Station. No problems have been experienced at this time.

Paul Much stated that Hieptas Construction would be willing to do some digging at the Wastewater Treatment Plant for MCO Staff to check the condition of the underground piping there. The Commission agreed as long as the cost did not exceed \$2,000.

E. Monthly Superintendent Report/Update:

Litersky reported on the following:

1. One of the clarifiers will need to be repaired, at a cost of \$3,300. Money for this expense was included in the budget. The other clarifier will need to be cleaned and inspected.
2. They are having problems with the digester. The main line is plugged. He received two (2) quotes to clean the main line. The quote from Great Lakes was \$465 per hour and the quote from Speedy Clean was \$365 per hour. It is estimated that it will take twenty (20) hours to clean the main line. Money has been budgeted for this cleaning.
3. Ferric Chloride is slowing draining at the Wastewater Treatment Plant.
4. Everything went well during the flushing of hydrants. The next flush is scheduled for September.
5. MCO Staff is continuing to replace water meters.
6. The depth of the water main on Sunrise Circle is 4'4".

ENGINEER'S REPORT:

A. Standby Generator Improvements Project – Change Order #3 – Pieper Electric Inc.:

Vaclavik explained the two (2) components of this Change Order. With this Change Order, the contract with Pieper Electric would decrease \$3,706.

Motion – Schwahn moved to approve Change Order #3 for Pieper Electric, in the amount of a decrease of \$3,706.00. Seconded by Krueger. Call vote taken. Motion carried unanimously.

B. Standby Generator Improvement Project – Update:

Vaclavik stated this project is “wrapping up”. Litersky stated the generators are running well.

C. Ferric Chloride Bulk Storage Tank Replacement - Update:

Chad Olson, McMahan, presented and explained a drawing of the proposed ferric chloride bulk storage tank replacement. He explained the current ferric tank is in poor shape and in need of replacement. He is suggesting replacing the current 8,000 gallon tank with a proposed 6,000 gallon tank and is suggesting placing an enclosure around the new tank. The estimate cost for this project is \$108,000.

Olson reported that it was noticed that at the current facility an eye wash safety shower is not located near the ferric chloride tank. Also, there is no water line to where the eye wash safety

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shower is proposed to be installed with the new ferric chloride tank. The cost of these components for the eye wash safety shower is estimated at \$5,500-\$6,000. This cost does not include the running the piping to the new eye wash safety shower. Olson asked if the Commission would like to add this eye wash safety shower to the ferric chloride bulk storage tank replacement project. Mayor Deiter stated the City needs to follow safety rules and OSHA rules and an eye safety shower should be included in the project. Olson will include this to the project.

D. Water Distribution System Proposed Improvements:

Vaclavik reviewed the proposed Water Distribution System with the proposed improvements. Two areas suggested for “beefing up” are the transmission system and improving the reliability of water supply to the west end of the City.

As far as the “beefing up” of the transmission system, it is being proposed to run a 12” main along the old railroad tracks to the Glenview Avenue Tower. Easements from the property owners along the old railroad tracks will need to be obtained. Directional boring could be used to run that main so there would be very little disruption to their property. Vaclavik reported it is being proposed to include a small area along Glenview Avenue, (Center Street to Wolfschmidt Street) with this project.

Vaclavik explained to the west side of the City it is being proposed to extend the main from Progress Drive along Hacker Road to Holy Family Church. Two possible routes could be used. The first route is from the end of Northway Drive, along the Binsfeld property, and along Hacker Road. The second route would be to go from the end of Lee Avenue, along the City landfill property, and along Hacker Road.

E. Utility Capital Improvement Plan – Summary List and Funding Options:

Vaclavik stated it is being proposed to hold a joint meeting between the Utility Commission and the City Council to review the proposed Utility Capital Improvement Plan and the Water Distribution System proposed improvements. A meeting is tentatively scheduled for June 13th at 6:00 PM at the Brillion Community Center.

Gosz reported she had a meeting with Dan Ariens, Ariens Company. She asked Ariens what is the future looking for the Ariens Company. Ariens stated it is the plan of the company to increase production and water use. The City needs to plan for this.

Vaclavik stated that when Lee Avenue (north of USH 10) is done the main along Lee Avenue could then be increased. Mertens stated he feels the Lee Avenue route may be the best route to go. Levash stated with going that route there will be a large amount of main being installed that could never be used. Kopidlansky questioned the connection of the mains along Northway Drive and Progress Drive.

This will be discussed more at a future meeting.

CHAIRMAN:

No report.

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ADMINISTRATOR:

A. Ordinance – Construction and Improvements:

Gosz presented a revised Ordinance for the Commission’s review. She explained with the proposed changes to the Ordinance it would give the Commission more flexibility. She reported the City Attorney reviewed this proposed ordinance and gave his approval. This proposed Ordinance is similar to Little Chute’s Ordinance.

Motion – Mertens moved to recommend to City Council the revisions to Ordinance #98-101 and Ordinance #98-270 as proposed. Seconded by Sonnabend. Call vote. Motion carried unanimously.

B. Water Utility Cash Flow Analysis:

Gosz reported that Dan Ariens will be giving his figures to her and she will be contacting Professional Plating for their figures. She suggested applying for a 3% simplified water rate increase this year.

C. DNR Enforcement Meeting – May 17, 2016:

Gosz reported a meeting will be held with the DNR on May 17, 2016 to review the City’s I/I Program.

CITY CLERK/TREASURER:

None.

OLD BUSINESS:

Mayor Deiter questioned the status of a new Wastewater Treatment Plant sign. Gosz explained that item was removed from the Utility budget.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Krueger. Motion carried unanimously. The meeting was adjourned at 7:46 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer