

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

July 18, 2016

Brillion Community Center

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 (arriving at 6:02 PM), Wally Sonnabend, Joe Levash, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Amy Vaclavik from McMahon, Randy Much from MCO, Paul Much from MCO, Pete Litersky from MCO, City Administrator Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz (arriving at 6:10 PM).

GUESTS:

Chad Olson and Ron Wolf from McMahon.

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 JUNE 20, 2016 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the minutes of the June 20, 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 \$151,935.25. Seconded by Mertens. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2016 Inflow & Infiltration Reduction Project – Update:

1. Consider Private Water Lateral Replacements:

2. Change Order #1 – M & E Construction:

Wolf distributed the Change Order #1 for the 2016 I/I Lateral Project contract with M & E Construction, LLC. He explained the additional work to add water lateral replacements in the project area. He explained he estimated approximately 21 laterals, which would exclude those laterals on S. Main Street. To include the laterals on S. Main Street would be a vast cost to the project, due to the connection of those laterals to the water main.

Wolf explained the process to connect the laterals to the water main, which may be very disruptive to the users on the main. Therefore, he is including an allowance of \$12,500 for a

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temporary shut off. This may or may not be needed. Wolf explained the estimate of \$83,700 to include water lateral replacements, approximately \$10,000 is assessable.

Gosz asked what this Change Order would do to the project schedule. Wolf explained by adding this to the project, it would add an additional three (3) weeks past the current September 1st deadline. However, he should still be able to determine the final special assessment costs by September 15th to give to the Clerk's Office for invoicing.

Gosz reported she estimates only \$42,000 available in the water portion of the 2015 General Obligation borrowing for this additional work.

Wolf explained that if the property owners do not like what the City is offering to do, they don't need to sign the Waiver of Special Assessment and the water laterals would then not be replaced.

Levash asked what City Ordinance states on the replacing of water laterals. Gosz stated City Ordinance states that the City is responsible from the curb stop to the water main and the property owner is responsible from the curb to the home. This is also according to PSC rules.

Sonnabend stated the Utility Commission may need to consider short term borrowing for this project, but feels it should be done if a property owner requests it. Wittmann suggested a 50/50 cost split between the City and the property owner. Krueger asked what if a property owner decides not to replace their water service now, but later down the road. Gosz stated the property owner would then pay for that replacement 100%. Wolf reminded the Commission that these water laterals are not considered to be defective, they are lead. Gosz stated at this time four (4) property owners have shown interested in replacing their lead water service to their home.

Wittmann asked if the Commission is setting a precedent with splitting the cost of replacement at 50/50. Mertens asked if the Utility Commission should set a flat dollar amount, i.e. \$1,000, to put towards that water lateral replacement for each home. He stated this Commission needs to try to make it as cost effective as possible to have the property owners replace their lead service to their home. Wittmann stated he would prefer doing a percentage amount instead of a flat dollar amount. Wolf advised that the Commission could tell the property owner that they are responsible for the costs from the curb stop to the home and the Utility is responsible for the costs from the curb stop to the street. If the Commission does not want to go that route, he would suggested a percent instead, i.e. 50/50.

Motion – Schwahn moved to have the Utility Commission pay a 50/50 split cost with those property owners that chose to replace their water lead service to their home. Seconded by Levash. Call vote taken. Motion carried unanimously.

B. Future I/I Project Areas – Approval of Revised I/I Reduction Plan Map:

Vaclavik reviewed the revised map with the Commission. She explained the areas in the City with storm water issues were included in the 2017 Project plan. This I/I Reduction Plan Map show areas for I/I until the year 2020.

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Motion – Mertens moved to recommend to City Council to approve the 2017 I/I Project with the addition of mini storm sewer projects and to approve the revised I/I Reduction Plan for the City of Brillion. Seconded by Krueger. Call vote taken. Motion carried unanimously.

MCO REPORT:

A. Main Lift Station Operational Issues:

Paul Much stated the Lift is running better since the program was updated.

B. Phosphorus Limit Compliance – Update:

Paul Much suggested that the Utility stay with the ferric chloride instead of the alum.

C. Ryan Street Lift Station – Update:

No report.

D. Monthly Superintendent Report/Update:

Litersky reviewed his report with the Commission.

Mayor Deiter suggested installing cluster valves in the City streets.

ENGINEER’S REPORT:

A. Standby Generator Improvements Project – Update:

Vaclavik reported this project is wrapping up at this time.

B. Ferric Chloride Bulk Storage Tank Replacement – Review Bid Options:

Mayor Deiter stated after last month’s meeting he was wondering if there was a more economical way to store the Ferric Chloride Storage Tank. He, Mertens, City Administrator Gosz, MCO Staff, and Chad Olson, met at the Wastewater Treatment Plant to look over the building.

Olson stated one option looked at was to place the ferric tank inside the Wastewater Treatment Plant building. The generator and the current concrete could be demolished and the ferric tank could then be placed in that area.

Olson distributed a proposed sketch of where the tank could be placed and the cost for the project. Olson stated the Utility will need to note that if the tank would be placed there that the area would be then considered a “hazardous area” and the room would then need to have a sprinkler system installed. An estimated cost to have this project done would be \$160,300. Olson noted that there is a present eye wash station in the building, which is not up to code. That could be taken care of later by City & MCO Staff.

Levash asked if there are any negatives to putting the ferric tank in that building. Olson stated the tank could be built outside of the building and a storage building could be built around the tank at a later date.

Mertens stated he doesn’t feel this new option has enough cost savings to go that route. By placing the ferric tank in the Wastewater Treatment Plant building the Utility would be losing

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storage. Levash agreed and stated it would be a better route to place the ferric tank in a separate building. Randy Much stated the current tank is in poor shape. Paul Much stated the Utility could just replace the current tank and in the future build a building around that tank.

Motion – Sonnabend moved to table this item, pending further review. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

C. Reed Bed Investigation:

Vaclavik reported they are still waiting for the reed beds to dry out.

CHAIRMAN:

No report.

ADMINISTRATOR:

A. Water Utility Cash Flow Analysis – Consider Application for Simplified Rate Increase:

Gosz reported that the Utility would not qualify for a Simplified Rate Increase at this time. She will continue to monitor this and will look at applying for an increase after the next PSC Report is completed.

CITY CLERK/TREASURER:

None.

OLD BUSINESS:

A. Capital Improvement Plan:

Gosz reported that she will be meeting with Vaclavik on July 19th. Also on August 8th at the Committee of the Whole Meeting the IPR Group will be presenting their Organizational Structure for the City of Brillion. This meeting will be held at 6:00 PM and the Utility Commission is invited to attend this meeting.

NEW BUSINESS:

It was reported that the new Wastewater Treatment Plant sign was delivered.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Levash. Motion carried unanimously. The meeting was adjourned at 7:03 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer