

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

October 17, 2016

Brillion Community Center

6:00 pm

CALL TO ORDER:

Chairperson Jeff Wittmann called the meeting to order at 6:01 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 Paul Much from MCO, Amy Vaclavik from McMahan, Pete Litersky from MCO, City Administrator Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz.

GUESTS:

Ron Wolf from McMahan and several City residents (see attached list).

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 SEPTEMBER 19, 2016 WATER AND SEWER UTILITY MEETING:

Motion – Sonnabend moved to approve the minutes of the September 19, 2016 Water and Sewer Utility meeting. Seconded by Levash. 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 \$111,021.67. Seconded by Mertens. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECT:

A. 2017 Inflow & Infiltration Reduction Project & Mini-Storm Project – Public Information Presentation:

Vaclavik began the Public Information Presentation for the 2017 I & I Reduction Project and Mini-Storm Project. She explained the presentation outline which includes the 2017 Project Overview, Wastewater System Overview, Inflow/Infiltration (I/I), and the 2017 Project Details. She began by explaining a diagram of a home and sanitary sewer lateral, water lateral, and storm sewer laterals and how they connect to the City mains. Vaclavik explained the property line begins at the right-of-way line and the property owner's side is the property owner's responsibility.

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Vaclavik explained the 2017 Mini-Storm Project. She stated the Project includes six (6) separate project areas. She explained the 2017 I/I Reduction Project, includes I/I and spot repairs on Center Street and full street reconstruction and I/I reduction on Custer Street and Jackson Street.

Vaclavik explained that flows have increased at the City's Wastewater Treatment Plant over the past several years as a result of inadequacies in the sanitary sewer collection system and the deterioration of pipes. During some rain events, flows to the Wastewater Treatment Plant have exceeded 1,500 gallons per minute, which is more than double the typical range of 400 gpm to 600 gpm. The systems are reaching the end of their useful life and needs to be maintained. Sewer System Overflows occur when the sewer system does not have sufficient capacity to convey the flows at the Wastewater Treatment Plant. Overflows have occurred in Brillion for several years at the Main Lift Station (Peters Park) and at the Wastewater Treatment Plant.

Vaclavik explained on October 29, 2010 the City was issued a Notice of Violation because of Sewer System Overflows. The City is now required to meet with and report to the DNR regularly regarding actions to eliminate overflows.

Vaclavik explained the City ordinances for these projects.

Vaclavik explained the 2017 Projects will be publically bid and the projects will be done as a City project. The costs of the projects will be divided between the City, Utility, and the property owner, based on the type of project being done. Vaclavik explained a property owner may be given up to five (5) years to pay for their special assessment and final charges will depend on the actual work performed. The Project Schedule was explained to those present.

The projected typical assessment for the Mini-Storm Sewer and Lateral Project Area of the City is \$2,500, the projected typical assessment per property for those residents along Center Street for the I/I Reduction Project area is \$4,500, and the projected typical assessment per property for the Custer Street & Jackson Street project is \$5,400.

It was asked if there will be interest added to the special assessments. Gosz stated yes, if the full amount is not paid in the first year due. The City charges an interest rate of 1% above what the City's borrowing rate it.

Willy Behnke stated there is currently a storm sewer on the north side of the road on Springdale Drive that residents are discharging their sump pumps too. Will they then need to install a mini-storm sewer on that side of the Springdale Drive? Vaclavik stated that will need to be reviewed by the Utility Commission.

It was asked if a home currently does not have a sump pump, will a sump pump be required to be installed with the project. Gosz stated no.

Phyllis Haushalter stated she resides on Wisconsin Avenue and that she and her neighbor share a storm lateral which runs to the curb. She asked if each property owner will be required now to have their own lateral. Wolf stated each property will be reviewed and each property owner will have their own lateral.

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B. 2016 Inflow & Infiltration Reduction Project – Update:

Wolf stated the project is “wrapping up”. Assessments were mailed to the property owners, with the assessments coming in a little lower than estimated.

Gosz reported the City Council approved the hiring of a Director of Public Works for the City. This position will oversee the Building Inspector and the DPW in handling of the 2017 I/I Project and the 2017 Street Projects.

Discussion followed on the 2016 Projects. Levash suggested having the Custer Street & Jackson Street project done before school starts in the fall.

MCO REPORT:

A. Phosphorus Limit Compliance – Update:

No report.

B. Main Street Well Heater and WWTP Boiler Repairs:

Litersky reported the heat exchanger at the Well House is plugged and in poor condition. He stated the heater is in the basement of the building which is very moist. Three (3) options for its replacement have been received. The options were discussed amongst the Commission members. It was decided to go with Option #3, which is a direct replacement, at a cost of \$3,050.00. It was noted that one (1) quote was submitted for the WWTP Boiler replacement.

Gosz stated there are funds remaining from the 2014 Utility Projects borrowing that could be used for these projects.

Motion – Mertens moved to go with Option #3 from Fuhrman Plumbing, Heating, & Cooling, in the amount of \$3,050.00 for the heat exchanger at the Well House, and to go with the quote for \$9,100 for the boiler at the Wastewater Treatment Plant with the funds to come from the 2014 Utility Projects borrowing. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

C. Monthly Superintendent Report/Update:

Litersky reviewed his report with the Commission and reported on the following:

- One valve on the sand filter is not cooperating. The sand filters are very old.
- Working Leadman Jandrey removed the ferric tank. The containment unit was painted, with a good job being done.
- Pieper Electric helped with the insurance claim for the Well #1 Booster VFD. The insurance company did cover the part.
- No complaints were heard from the fall flushing. There was only bad area in the City, that being the corner of Beach Street and N. Francis Street.
- 18 meters are left to be change for 2016.
- MCO Staff is currently doing Commercial Cross Connection Inspections.

ENGINEER’S REPORT:

A. Ferric Chloride Bulk Storage Tank Replacement:

(Approved)

Vaclavik reported that two (2) quotes were received, those being from Lee's Contracting/Fabrication in the amount of \$7,900.00 and Coonen's in the amount of \$21,750.00. Vaclavik also reported the containment pit has been recoated and Krueger Electric will do the electrical work. She was informed that the City received a quote for the sensor.

Motion – Mertens moved to accept the quote from Lee's Contracting/Fabrication, in the amount of \$7,900.00, for the installation of the Ferric Chloride Tank. Seconded by Sonnabend.

Levash asked what the total cost of the project is since the motion was not to exceed \$35,000. Gosz stated the total cost at this time is approximately \$33,000 with the cost of the sensor.

Call vote taken. Motion carried unanimously.

C. Reed Bed Investigation:

Vaclavik reported that according to Scott Davis, Constructed Wetlands Group, he feels the reeds are healthy and that the slug and sand is good. There was blockage found in the drainage system which was then cleaned out. Davis is suggesting not loading the bed any more at this time, let the reeds grow dormant as they normally would in fall, cut and burn off the reeds this fall, and re-plant the bare spots in the spring using reeds from the bed. Once the reeds are re-planted start to reload the bed with sludge.

CHAIRMAN:

No report.

It was reschedule the November Utility Commission to November 14th at 7:00 PM.

ADMINISTRATOR:

A. Water and Sanitary Sewer Utility Cash Flow:

Gosz reported that Jon Cameron, Ehlers & Associates, is still working on the cash flow analysis for the City. Cameron did express concern with the repayment of the debt and will run more analysis on the loss of revenue from the closure of the Brillion Iron Works and the increase in water usage by Professional Plating.

CITY CLERK/TREASURER:

No Report.

OLD BUSINESS:

None.

NEW BUSINESS:

Wittmann asked the Commission is they would like to review the current City Ordinance as it relates to mini-storm sewers on corner lots. Krueger stated she feels no change is needed. Gosz stated it may be too late to make changes because we have already completed and assessed for three (3) projects with the current Code.

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Schwahn pointed out the increase in Influent Flow on September 22nd with the 1.3” of rain the City received.

Levash asked if Gosz was able to find out how many residents from the City of Brillion are employed at the Brillion Iron Works. Gosz stated approximately 130.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Sonnabend. Motion carried unanimously. The meeting was adjourned at 8:06 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer