

(Unapproved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

March 17, 2014

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, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Amy Vaclavik and Ron Wolf from McMahan, Randy Much and Paul Much from MCO, Deputy Clerk/Treasurer Joy Buboltz, and City Administrator-Clerk/Treasurer Lori Gosz. Absent was Joe Levasch.

GUESTS:

Larry Dietz from Professional Plating.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE FEBRUARY 17, 2014 WATER AND SEWER UTILITY MEETING AND THE MARCH, 2014 JOINT CITY COUNCIL AND WATER AND SEWER UTILITY COMMISSION MEETING:

Motion – Sonnabend moved to collectively approve the minutes of the February 17, 2014 Water and Sewer Utility Meeting minutes and the March 10, 2014 Joint City Council and Water and Sewer Utility Commission Meeting minutes. Seconded by Mertens. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Krueger moved to approve the Water and Sewer Utility vouchers in the amount of \$204,969.48. Seconded by Schwahn.

Schwahn questioned the payment to the City of Chilton and the payment to Layne for Well #3. Much explained the City of Chilton assisted MCO Staff with a frozen service and the payment to Layne is for the spare well pump and booster pump for Well #3. Vaclavik explained that once Well #5 is up and running the plan is to close down Well #3 for these repairs.

Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

MCO REPORT:

B. Monitor Metal Levels in Slug Discharges to the Wastewater Treatment Plant – Update from Professional Plating, Inc:

(Unapproved)

Larry Dietz, Professional Plating, informed this Commission that the letter that was sent to Professional Plating (PPI) wasn't very well taken by the company and explained why.

Dietz explained the current system at PPI. He stated that PPI made changes to their waste stream and explained those changes.

Dietz stated approximately a year ago PPI was approached regarding the Utility's concern with the discharge of zinc into the wastewater system. MCO Staff and representatives from McMahon did tour the PPI facility and checked their system. Dietz stated PPI is committed to working with the City on this issue. He explained that next Thursday PPI will look at if they had to make changes to their system what they could do.

Dietz informed the Commission that PPI does have trained wastewater operators at their facility and are now test sampling twice a month, instead of once a month. He also informed the Commission that 2-3 weeks ago PPI added an additional chemical to help reduce the zinc discharge. This chemical is a wastewater chemical.

Much informed the Commission that samplers will again be installed and samples will be taken from those samplers Monday through Friday and again the following Monday. Samples will be taken at the lateral and at the Wastewater Treatment Plant. Dietz stated samples will also be taken inside PPI. These three (3) sets of data will be helpful.

Dietz informed the Commission there are unknowns out there and PPI will eventually be looking for a zinc range from the City. Much informed the Commission that currently the City does not have local limits in our Sewer Use Ordinance.

Dietz informed the Commission that currently PPI has a flow line for their paint lines and a flow line for their zinc levels.

The Commission thanked Dietz for attending this meeting.

WATER RATE INCREASE:

Gosz presented to the Commission the current 2014 Capital Project list. She informed the Commission that Jon Cameron, Ehlers & Associates, suggested the Commission consider short term borrowing for those projects, which would help reduce the amount of the water rate increase needed. Gosz stated the "feeling" she received from the City Council at the March 10th Special Joint Meeting was that the City Council was not in favor of using TID dollars to help reduce the water rate increase.

Vaclavik informed the Commission that the Safe Drinking Water Loan does allow municipalities to add an additional \$100,000 of "non-core projects" not related to the project borrowing to the application. Sonnabend stated he feels the Commission should incorporate the 2014 projects into the Safe Drinking Water Loan application. Gosz suggested including the Well #6 investigation costs instead into the loan application. Wittmann stated the rest of the 2014 projects could be borrowed for through short term borrowing.

(Unapproved)

Gosz stated she will work with Jon Cameron, Ehlers & Associates, to see what impact borrowing for the 2014 projects will have on the water rate increase.

INFLOW & INFILTRATION REDUCTION PROJECTS:

A Compliance Status Meeting with Wisconsin Department of Natural Resources:

Wittmann informed the Commission that the DNR received an outline of what the Utility has done the last few years to reduce inflow and infiltration into the City's sanitary sewer system. He stated he felt the meeting went well. The DNR is very interested on what the Utility plans on doing next and liked the televising plan being discussed by the Utility.

Sonnabend stated he feels a plan needs to be drafted outlining what streets are going to be done next so we can let those City residents know of the upcoming project. Much informed the Commission that the DNR is aware that the Utility does not plan on any projects in 2014, but instead will be doing televising to obtain data to create a 5 year plan. The DNR is also aware that the Utility wants to review the work done on S. Francis Street to see if it was sufficient to reduce inflow and infiltration into the sanitary sewer.

Mayor Deiter stressed the importance of once a street is televised to create a plan for that street in order to move forward with the necessary repairs/corrections.

Gosz informed the Commission there are funds left from the 2011 borrowing that can be used towards televising. Krueger stressed the importance to make sure everything is televised on the street and to the homes to that area does not need to be televised again.

B. Approval of Sanitary Sewer Main Cleaning & Wet Weather Televising Proposal:

Motion – Sonnabend moved to approve the proposal from Great Lakes TV Seal, in the amount of \$29,843.45, for the Sanitary Sewer Main Cleaning & Wet Weather Televising. Seconded by Kopidlansky.

Gosz reported she received a phone call from Commissioner Joe Levash in which Levash would like to see the Commission create a plan for future streets to be done. Krueger stressed the importance of having a place for the storm water to run to. It is important for the City to maintain their storm sewers. Gosz stated that issue will need to be addressed with the City Council.

Call vote taken. Motion carried unanimously.

MCO REPORT:

A. Draft Emergency Water Use Plan:

Much reported MCO Employee Bill Drumm is currently working on this Plan.

C. Capacity, Management, Operation and Maintenance (CMOM) Program:

No new information at this time.

D. Phosphorus Limit Compliance:

No new information at this time.

(Unapproved)

E. Well #2 Pull:

Much reported that the well was pulled and inspected due to a vibration at the well. It was thought the vibration may have come from the bearings, but the bearings looked fine. The well was put back and ran fine and is still running fine at this time.

F. Failed Bio monitoring Test:

Much reported in the Utility's permit there is a requirement of a bio monitoring test. That test failed miserably this time. This test will need to be redone one or two more times. These next tests will need to be done within 90 days. The DNR may require the Utility to do toxicity testing. Much explained that testing to the Commission.

G. Discussion of Potential Sewer Use Ordinance Amendments:

Much stated there are three (3) issues that he feels needs to be addressed. The first issue would be that once monitoring manholes are installed to change the standard manhole design. The second issue has to do with the sampling from those monitoring manholes. He feels MCO Staff should collect the samples and the cost of the samples be passed on to the industry.

The third issue is that the City of Brillion does not have local limits. Much stated he feels if we are going to change this portion in the ordinance to do it right. He also stated it could take a year to obtain local limits.

Krueger asked if the ordinance is changed is MCO going to monitor it to make sure these changes are followed.

The Commission felt at that time issue one and issue two should be done. Much was asked if he has any "clues" from the DNR if they are pushing to set limits. Much stated he feels the DNR will address phosphorus limits.

Wittmann and Sonnabend suggested making the changes on issue one and two and to deal with the local limits issue at a later time.

Much and Gosz will work on the ordinance changes.

Other:

Much reported on debris that plugged the lift station at Deer Run.

ENGINEER'S REPORT:

A. Evaluation of Viable Water Treatment Options – Update:

Vaclavik stated she did not have any new information on this topic at this time.

B. Development of New Water Supply – Update:

i). Well #5 Updates:

Vaclavik reported the well driller has now mobilized his equipment for the drilling of the new well. She reported the well driller will first abandon the test well. The well driller will be on site for 6-8 weeks for the construction of the well.

(Unapproved)

Vaclavik reported gauges will be installed on the Miller and Trochtra monitoring wells, but not on the Andy Fuhrman monitoring well. She reported she has been in contact with Andy Fuhrman giving him an update on this project and will continue to do so.

Vaclavik also reported she was informed that ATC is working on the burial site issue with the construction of the transmission main. She was asked for additional information on the route of the transmission line. She contacted an archeologist who will send her a proposal for the costs for the boundary changes that may be needed with this burial site and a proposal for an archeologist to be on site during the construction of the transmission main.

Vaclavik stated she would like to inform the Commission of the increase in bids due to oil and trucking costs to landfills.

A. Review and Recommendation to City Council Adoption of Reimbursement Resolution and Authorized Representative Resolution for Development of Additional Water Supply – Well #5 Project as Required by the Safe Drinking Water Loan Program:

Vaclavik reported these two (2) Resolutions are related to the Safe Drinking Water Loan Program and explained why these resolutions would need to be adopted.

Motion – Sonnabend moved to recommend to City Council to collectively adopt the Reimbursement Resolution and Authorized Representative Resolution for Development of Additional Water Supply – Well #5 Project as Required by the Safe Drinking Water Loan Program. Seconded by Krueger. Call vote taken. Motion carried unanimously.

ii. Well #6 – Updates:

A. Proposals for Investigations Related to Identifying a Location for Well #6:

B. Option to Purchase Offers:

Vaclavik stated she did not have any new information on this agenda item at this time.

CHAIRMAN:

No report.

ADMINISTRATOR:

No report.

CITY CLERK/TREASURER:

Buboltz reported she will be mailing the 1st quarter water and sewer bills to City residents on March 18th. She informed the Commission that post cards can again be used for the mailing of water and sewer bills, which is a cost savings to the Utility.

OLD BUSINESS:

Kopidlansky reported the Brillion Iron Works Project is scheduled for May or June of this year.

(Unapproved)

Krueger asked the billing process used for those with frozen laterals that need to continually run their water. Buboltz explained there were four (4) accounts affected with frozen laterals and their consumption was averaged on this billing, per PSC requirement.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Schwahn moved to adjourn the meeting. Seconded by Krueger. Motion carried unanimously. The meeting was adjourned at 7:31 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer