

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

February 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, Joe Levash, 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.

GUESTS:

None.

APPROVAL OF AGENDA:

Wittmann stated he would like to move the agenda item of “Well #5 – Updates A. Review and Recommendation for Bid Award for 2014 Water Transmission Main Construction” to after agenda item “Approval of Vouchers”.

Motion – Sonnabend moved to approve the revised agenda as stated. Seconded by Krueger. Call vote taken. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE JANUARY 20, 2014 WATER AND SEWER UTILITY MEETING AND THE FEBRUARY 10, 2014 JOINT CITY COUNCIL AND WATER AND SEWER UTILITY COMMISSION MEETING:

Motion – Schwahn moved to collectively approve the minutes of the January 20, 2014 Water and Sewer Utility Meeting minutes and the February 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 –Levash moved to approve the Water and Sewer Utility vouchers in the amount of \$66,369.53. Seconded by Krueger.

Schwahn questioned the service call for the generator.

Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

ENGINEER’S REPORT:

B. Development of New Water Supply – Update:

(Approved)

i). Well #5 Updates:

A. Review and Recommendation for Bid Award for 2014 Water Transmission Main Construction:

Ron Wolf, McMahon, reported that 14 bids were received for this project, with the low bidder being Jossart Brothers in the amount of \$759,435.00. His original estimate for this project was \$803,000. Wolf explained this project would be for the installation of the water transmission main from Well #5, down Round Lake Road, through Keith DuQuaine property, through the Brillion Iron Works property, to W. Water Street, and then to Well #1 and Well #2.

Wolf reported he did include in this project, which may not happen, the installation of fiber optic conduit and fiber optic conduit handhold. This was added just in case radios can't be used at the wells for communication.

Sonnabend asked if Jossart Brothers will be able to start this project when it needs to be started. Wolf stated yes. Levash asked if there was a deadline date in the project plan when this project needed to be completed by. Wolf stated yes; substantial completion by July 1st and final completion by July 31st. Schwahn asked if there would be penalties assessed to the contractor if those dates aren't met. Wolf stated yes, \$500 per day fee.

Wolf explained this project is also contingent on the City obtaining easement acquisitions from Keith DuQuaine and the Brillion Iron Works, permit approval from the PSC, and written consent from the Town of Brillion to install the mains in the public road right-of-way.

Motion – Sonnabend moved to recommend to City Council to award the 2014 Water Transmission Main Construction Project to Jossart Brothers, in the amount of \$759,435.00, contingent on the City obtaining the necessary easements for this project, permit approval from the PSC, and written consent from the Town of Brillion to install the mains in the public road right-of-way. Seconded by Kopidlansky. Call vote taken. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECTS:

A Consider Televising Private Laterals:

Much stated he would like the Utility Commission to consider televising private laterals during heavy rain events. He stated the Commission has discussed televising from the curb to the house. Much stressed the importance of removing more clear water out of the sewer system in the next 6-7 years. He feels the most effective alternative is to look at private laterals during heavy rain events to identify defects and possible repairs/replacements of those defects.

Much suggested the Commission consider starting this program with Trier Street, since we already know there is clear water in that area entering the City's sanitary sewer system. He also suggested televising the properties that were done in the S. Francis Street project to verify the work done in that project was effective in removing clear water from the City's sanitary sewer system. Much stated we need to know what to attack and then contract with a company to do the televising.

Vaclavik stated there is data from the Trier Street area that shows water running into the City's sanitary sewer system during dry conditions.

(Approved)

Mayor Deiter reminded the Commission of the CMOM Program the City will need to complete by August 1, 2016. Much stated whatever the Commission decides to do will be part of the CMOM Program. The DNR will be requiring a formal plan. Paul Much stated as part of the CMOM Program the Commission will need to include a certain amount of televising area in the Plan for each year.

Krueger stressed the importance of doing a complete televising job. Much stated there are 2 companies he can contact to see if they would be able to do this work for the City and the price they would charge for that work. Levash suggested creating a 10 year plan so the residents of the City know when their street is scheduled to be done.

Sonnabend suggested not only televising Trier Street, but also Columbus Avenue, north of USH 10, S. Francis Street, Dewey Street, and Schley Street.

Wittmann suggested that Much obtain costs for this televising and bring back those costs to the next meeting. Vaclavik and Much will also review possible streets to be televised.

MCO REPORT:

A. Draft Emergency Water Use Plan:

Much reported the pumpage at Well #1 is down by 400,000 gallons per minute. Wittmann asked what the amount of water usage versus pumpage is. Much stated those amounts are close.

Much reported that MCO still needs to meet with industries on this issue and to find out from them how much water usage they could cut back if need be or how quick they would be able to shut down if there was a loss of water in the City.

B. Monitor Metal Levels in Slug Discharges to the Wastewater Treatment Plant – Update:

Much reported it is known where the high zinc levels are coming from. He reported he has been in contact with Larry Dietz from Professional Plating on this issue and is waiting for more information from him. Much stated he feels MCO has enough data to prove the high zinc levels are coming from Professional Plating.

Krueger stated she feels that Professional Plating should reimburse the Utility for the costs they incur with all of this testing. Mayor Deiter stated the Utility can't wait any longer, this must be corrected. Much suggested sending a letter to Professional Plating requiring monthly updating on their testing. Vaclavik suggested including in that letter that if corrections aren't made this issue may be turned over to the DNR for enforcement. Wittmann stated he will also contact Matt Vechart on this issue.

Sonnabend suggested a response from Professional Plating within 2 weeks. Krueger suggested giving Professional Plating a timeframe to correct the issues.

Much suggested the Commission consider installing permanent monitoring samples at the industries so samples can be taken by MCO Staff periodically to check for possible violations. The expense to install these monitoring samplers would be borne by the industries.

(Approved)

Much will draft a letter to Professional Plating with the Commission's concerns and comments and will have Gosz review the letter before mailing the letter to them.

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

Much reported the City must have a CMOM Program in place by August 1, 2016. He stated the DNR will be holding training sessions on this. MCO Staff will be attending those training sessions and will be able to create a CMOM Program for the City.

D. Phosphorus Limit Compliance:

Much reported a new law will be going to vote very soon on this issue. With the possible new law, it may give the City other options and explained those options to the Commission.

Wittmann stated he would like to see a separate line item on the utility bills for industries and residential properties stating the cost of this.

Much explained with the installation of permanent monitoring meters in manholes for industries will help MCO Staff a lot with detecting where violations may be coming from. Schwahn stated he feels the Commission should approve the installation of permanent monitoring meters for industries. Much stated McMahon would need to create a design for this.

E. Emergency Generators – Ryan Street Lift Station and Well #3:

Much explained the Utility's present generator it is rather large and is a generator that is pulled with a vehicle to other wells or lift stations. This is not a good set up. He suggested the Commission consider purchasing a permanent generator at the Ryan Lift Station and at Well #3 and explained why.

Mayor Deiter stated he feels each Well should have its own generator and the Ryan Lift Station should also have a permanent generator. Much explained Well #5 will have a permanent generator installed during the construction of it.

Sonnabend suggested installing the current generator at Well #3 and purchasing a permanent generator for the Ryan Street Lift Station. Mertens agreed and asked to have costs obtained for this.

Wittmann asked if permanent generators are needed at the smaller lift stations also. Much stated no, those lifts a portable pump can be used at if need be.

F. Frozen Water Laterals:

Much reported there were 2 frozen water laterals in the City; one on Fawn Drive and one on Sunrise Circle, where the homeowner was asked to continue to run their water throughout the day and night.

Gosz reported a water main break occurred this past weekend on S. Parkway Drive.

(Approved)

Much stated this Commission needs to create plan if Well #3 would go down. He stressed the importance of getting Well #5 up and running, and also the need to develop Well #6 right away.

Much informed the Commission the DNR has an economic variance he would suggest the City consider. The City would need to find out what would be the most beneficial to our community. Much will obtain more information on this.

ENGINEERS REPORT (CONT.):

A. Evaluation of Viable Water Treatment Options - Update:

Vaclavik reported the City is still waiting for PSC approval for this project.

Gosz reported that she attended a Town of Brillion Board Meeting to discuss this project with their Board. Town Chairman Maile informed her that the Town's Plan Commission will need to review this project before the Town Board can give their approval. Gosz stated she and Vaclavik will be attending the Town's Plan Commission Meeting, on February 18th, to explain this project to them. The Town Board has scheduled a Special Board Meeting on Tuesday, February 25th and will act on this request from the City at that time.

Kopidlansky asked if we are still monitoring the surrounding private wells by Well #5. Vaclavik stated yes, the 3 private wells will be monitored during the testing. She also informed the Commission that a private well owner needs to prove that their well was impacted by the creation of a new well.

Vaclavik reported the bids for the construction of the new pump house will be opened on March 4th. A Special Utility Commission meeting will then be held on March 10th for review of those bids and a recommendation to City Council. The City Council will also meet on March 10th to act on the Utility's recommendation.

B. Development of New Water Supply – Update Cont.:

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:

A. Water Rate Increase - Update:

Gosz reported the water rate increase will be presented by Ehlers at the March 10th Special Meeting.

CITY CLERK/TREASURER:

Buboltz reported she will be contacting the PSC on how to adjust those homeowners water and sewer bills that are required to continually run water in their home due to frozen laterals.

(Approved)

OLD BUSINESS:

Gosz reported she contacted WI Department of Transportation regarding the Utility's last payment to them. The DOT informed her it took longer to negotiate project costs with the contractor of the project, Mike LaLonde. Therefore, bills were delayed. She explained the DOT will be closing the project files in the next 3-6 months.

Wittmann questioned the debris found at the Ryan Lift Station. Gosz stated she mailed a letter to the businesses in that area reminding them not to flush gloves, wipes, toweling, etc.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Sonnabend. Motion carried unanimously. The meeting was adjourned at 7:33 pm.

Joy L. Buboltz
Deputy Clerk-Treasurer