

(Unapproved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

June 16, 2014

Brillion City Hall Conference Room

6:00 pm

CALL TO ORDER:

Vice Chairperson Dave Schwahn called the meeting to order at 6:00 pm.

ROLL CALL:

Present were Mayor Gary Deiter, Mary Jo Krueger, Wally Sonnabend, Joe Levash, Dave Schwahn, Leonard Kopidlansky, and Dan Mertens. Also present were Randy Much and Paul Much from MCO, City Administrator-Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Jeff Wittmann and Amy Vaclavik from McMahon.

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE MAY 19, 2014 WATER AND SEWER UTILITY MEETING AND THE JUNE 9, 2014 JOINT CITY COUNCIL AND WATER AND SEWER UTILITY COMMISSION MEETING:

Motion – Mertens moved to collectively approve the minutes of the May 19, 2014 Water and Sewer Utility Meeting minutes and the June 9, 2014 Joint City Council and Water and Sewer Utility Commission Meeting minutes. Seconded by Levash. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion –Sonnabend moved to approve the Water and Sewer Utility vouchers in the amount of \$92,822.42. Seconded by Mertens. Call vote taken. Motion carried unanimously.

CITIZEN INPUT:

None.

RESOLUTION – COMPLIANCE MAINTENANCE ANNUAL REPORT:

Randy Much explained this Annual Report is a “report card” of the City’s Wastewater Treatment Plant. He explained there were two (2) problems found this year; three (3) violations of phosphorus where the City received a grade of a “D” and received a grade of a “C” with the bio solids. The Utility needs to inform the DNR how the Utility plans on handling these scores.

Randy Much stated he looked at the data since 2012, which he distributed to the Commission, and suggested the Utility consider two (2) options; installing monitoring manholes at the industries or install a system which would help treat the phosphorus at the Wastewater Treatment Plant. He suggested that we may want to consider including in the Compliance Maintenance

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Annual Report that we will be treating phosphorus at the WWTP and that the solids are taken to a landfill.

Randy Much stated, per the zinc data, the zinc numbers are still high, but did decrease some. He suggested again installing monitoring manholes. He stated he could argue to the DNR that the zinc levels are high due to the reed beds. Randy Much stated that Professional Plating is strongly opposed to the monitoring manholes due to the costs. Randy Much stated due to the irregular data received at Professional Plating from the Utility's testing to Professional Plating's testing he is suggesting using a dye test at Professional Plating to see if there is zinc being discharged at that facility. He explained how the dye testing would be done.

Kopidlansky suggested sending a letter to the local industries informing them of the phosphorus violations and explain to them that the DNR is putting pressure on the Utility to find where the high phosphorus levels are coming from. So if these high levels continue the Utility may need to install monitoring manholes at their facility.

Randy Much stated he still feels the high level of zinc is coming from Professional Plating. Sonnabend stated the dye testing at Professional Plating will help to determine any possible unknowns. Randy Much stated that dye testing is simple and a cheap process. Mayor Deiter reminded the Commission that this Commission will be mandated by the DNR soon on this.

Randy Much stated he will contact Larry Dietz at Professional Plating to establish a firm meeting date each month with him to discuss this zinc issue. Randy Much stated he will argue with the DNR that the zinc from the City's WWTP is being landfilled.

Randy Much asked the Commission how they want him to handle the phosphorus issue. Sonnabend suggested obtaining a cost for the metering system. Levash asked if we know where the phosphorus is coming from. Randy Much stated no and will inform the DNR that the Utility is investigating the cost of installing a metering system to handle the phosphorus issue.

Gosz informed the Commission that the Utility has funds available from the 2011 Borrowing; approximately \$160,000. She stated those funds could be used towards the purchase of a metering system for the phosphorus level or the purchase of the house by the Main Street Well. If we don't use those funds the funds will then need to be used to pay back the debt on the loan.

Randy Much stated the Commission needs to determine what actions will be taken to correct the violations in the Compliance Maintenance Annual Report and state those actions in the Resolution.

Motion – Krueger moved to recommend to City Council the 2013 Compliance Maintenance Annual Report with the documentation that dye testing will be used to determine where the zinc may be coming from and to investigate the costs of installing a metering system to address the phosphorus issue. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

INFLOW & INFILTRATION REDUCTION PROJECTS:

A. Review of Sanitary Sewer Main Cleaning & Wet Weather Televising:

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Much stated he does not have any new information on this topic. Krueger expressed concern with televising some streets at this time, since that street may again need to be televised in the future. Randy Much explained that with the televising we are able to demonstrate to the property owner that their lateral is defective. Also, we are only televising streets one (1) year ahead of when that street is scheduled to be redone. Televising for 2014 has been completed.

B. Discuss and Develop a 5-Year Capital Plan:

Levash stated he likes this proposed 5-Year Capital Plan and feels it is a great start. He stressed the importance of moving along with these projects.

Gosz asked the Commission if this is the 5-Year Capital Plan they would like to use. Sonnabend suggested making a recommendation to City Council to go with this 5-Year Capital Plan and then “stick” to it.

Krueger expressed concern if the City Council does not require mini-storm sewers be installed in each street project. Mertens expressed concern with parking on some of the streets to be done.

Levash questioned why only a small section of S. Main Street, by Monroe Street, is scheduled to be redone, and questioned the Madison Street area between Main Street and Cleveland Street not being included. Randy Much explained there are no sewer connections on Madison Street between Main Street and Cleveland Street.

Gosz stated she feels the Utility needs to start first with I/I remediation. She also informed the Commission of a recent letter received from the DNR.

Motion – Levash moved to recommend to City Council the proposed 5-Year Capital Plan with the requirement that mini-storm sewer being installed with each project. Seconded by Krueger. Call vote taken. Motion carried unanimously.

MCO REPORT:

A. Review of Emergency Water Use Plan:

Nothing new to report.

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

Previously discussed under the agenda item of Compliance Maintenance Annual Report.

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

Randy Much training is scheduled for September 10, 2014.

D. Phosphorus Limit Compliance:

Randy Much stated he will know more later on this.

E. Design and Construction of Monitoring Manholes:

No report.

Other:

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Randy Much informed the Commission that Well #5 is scheduled for work in July when the Brillion Iron Works has their annual “shut down”. Regarding the bio-monitoring failure, per Chad Olson, he feels it was a chloride issue. Another test will be done.

ENGINEER’S REPORT:

A. Evaluation of Viable Water Treatment Options - Update:

No report.

B. Development of New Water Supply - Update:

i. Well #5 – Updates:

Gosz stated a Joint Meeting of the City Council and Utility Commission will be held on Monday, June 23, 2014 at 5:30 PM where more information on Well #5 will be discussed.

ii. Well #6 – Updates:

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

No report.

CHAIRMAN:

No report.

ADMINISTRATOR:

No report.

CITY CLERK/TREASURER:

Buboltz reported she is currently working on the 2nd Quarter 2014 Water and Sewer Billing.

OLD BUSINESS:

A. Water Rate Increase Application Update:

Gosz reported she is working with Jon Cameron from Ehlers on this application. The City did receive a notice from the PSC that the application was received and the application process has started.

NEW BUSINESS:

A. 231 S. Main Street Property:

Gosz explained that she contacted Best Advantage Credit Union, current owner of the title to the home, regarding the possible purchase of this home. She then contacted Levash Realty who informed her that there are pending offers on this home, but Best Advantage Credit Union is waiting to hear from this Commission on their possible offer of the home.

Mayor Deiter stated he feels the City should purchase this property due to space issues at Well #1 and Well #2. He stated this may be a great opportunity to have this property if something in the future may need to be done with the pumphouse at that well site.

Motion – Sonnabend moved to recommend to City Council to purchase the property at 231 S. Main Street with an offer of \$29,900 for the property and to use the funds from the 2011

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Borrowing for this purchase and the costs to demolish the home on that property. Seconded by Mertens. Call vote taken. Motion carried unanimously.

ADJOURNMENT:

Motion – Levash moved to adjourn the meeting. Seconded by Krueger. Motion carried unanimously. The meeting was adjourned at 6:56 pm.

Joy L. Buboltz
Deputy Clerk/Treasurer