

(Approved)

**WATER AND SEWER UTILITY COMMISSION
Minutes**

August 18, 2014

Brillion City Hall Conference Room

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 from McMahan, City Administrator-Clerk/Treasurer Lori Gosz, and Deputy Clerk/Treasurer Joy Buboltz. Absent were Randy Much and Paul Much from MCO.

GUESTS:

None.

APPROVAL OF AGENDA:

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

APPROVAL OF THE MINUTES OF THE JULY 21 2014 WATER AND SEWER UTILITY MEETING:

Motion – Mertens moved to approve the minutes of the July 21, 2014 Water and Sewer Utility Meeting minutes. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

APPROVAL OF VOUCHERS:

Motion – Schwahn moved to approve the Water and Sewer Utility vouchers in the amount of \$107,813.33. Seconded by Sonnabend. Call vote taken. Motion carried unanimously.

A. Water Transmission Main Contract – Certificate for Payment #3 – Jossart Brothers:

Motion – Sonnabend moved to approve Certificate for Payment #3, in the amount of \$217,043.00, to Jossart Brothers for the Well #5 Project. Seconded by Mertens.

Gosz reported that a “walk through” will be held on August 20th between Jossart Brothers, representative from the Town of Brillion, DPW Leadman Dennis Jandrey, and herself with this project. Vaclavik explained the safe water sample will not be done for a while yet, and pressurizing of the well hasn’t been completed yet.

Call vote taken. Motion carried unanimously.

B. Well #5 Pumphouse & Softener Facilities Modifications – Certificate for Payment #1 – RJM Construction, LLC:

Motion – Krueger moved to approve the Certification for Payment #1, in the amount of \$41,895.00, to RJM Construction, LLC for the Well #5 Pumphouse & Softener Facilities. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

(Approved)

CITIZEN INPUT:

None.

INFLOW & INFILTRATION REDUCTION PROJECTS:

A. 2015 Inflow & Infiltration Reduction Project:

i. Review of Time Frame for Project:

Vaclavik explained she would like to see the project split into two (2) separate projects. The first project would be Columbus Avenue (north of Ryan Street) and the second project would be for Columbus Avenue (Ryan Street to Center Street), Schley Street, Dewey Street, and Trier Street. The fee for the surveying for these two (2) projects would be \$2,700 for the first project and \$8,900 for the second project.

Vaclavik suggested proceeding with the surveying yet this fall which would then give McMahon time to complete the design and construction services for these two (2) projects.

Vaclavik stated she did discuss with Ehlers the costs for these projects. Ehlers is recommending that the costs for the 2015 and the 2016 Projects be borrowed together. However, she needs to define the costs of these projects before the borrowing to take place. Ehlers is suggesting proceeding with the borrowing in January and then once the borrowing has been set the specifications for the projects can be put together with construction of the projects to start in early summer. Ehlers would like to see the projects completed by October so the property owners can be special assessed that year.

Krueger asked if the affected property owners have been notified yet of these projects. Gosz stated not yet. Vaclavik suggested holding a Public Information Meeting for the affected property owners to explain to them the project to be held. Mayor Deiter agreed. Levash stated this will give them knowledge of what is going to happen in the future.

The Public Information Meeting will be held on Monday, September 8th at 7:00 PM.

ii. Agreements for Professional Service – McMahon:

Motion – Sonnabend moved to approve the Agreements for Professional Service to McMahon for the surveying of the first project for Columbus Avenue (North of Ryan Street), in the amount of \$2,700, and the second project of Columbus Avenue (Ryan Street to Center Street), Schley Street, Dewey Street, and Trier Street in the amount of \$8,900. Seconded by Schwahn. Call vote taken. Motion carried unanimously.

Vaclavik stated she will bring to the September meeting the design and construction services fees for these two (2) projects.

MCO REPORT:

A. Monitor Metal Levels in Slug Discharge to the Wastewater Treatment Plan - Update:

B. Capacity, Management, Operation and Maintenance (CMOM) Program – Update:

C. Phosphorus Limit Compliance – Update:

Randy Much submitted a written report to the Commission.

(Approved)

Mayor Deiter questioned the RO System and the rejected water. Kopidlansky stated the next WWTP Permit is due in 2015. Sonnabend noted that pumpage of water has decreased. Schwahn asked if City Staff sent a letter to each industry asking them their possible future water use. Gosz explained that when City Staff was in discussion with industries during the construction of Well #5 they got an idea of the industries water needs. Sonnabend suggested not pursuing Well #6 at this time. Mayor Deiter stated he was informed by MCO Employee, Bill Drumm, that the water levels are holding their own.

Wittmann stated he feels it is important to at least have the land purchased for Well #6. Mertens, Kopidlansky, and Levash agreed. Levash stated he feels we need to get the “ground work” going for Well #6.

Gosz informed the Commission that a meeting will be held next week with Professional Plating regarding the dye testing to be used at their facility.

ENGINEER’S REPORT:

A. Evaluation of Viable Water Treatment Options - Update:

No report.

B. Development of New Water Supply - Update:

i. Well #5 – Updates:

Vaclavik reported that the construction of the pumphouse is moving along nicely and is taking shape. She also informed the Commission that she contact Sam’s Well Drilling twice and left phone messages for him to contact her. No response has been received yet.

Vaclavik stated a meeting will be held on August 20th regarding the transmission main and the condition of Round Lake Road.

Wittmann asked if we are still on target on the completion date for Well #5. Vaclavik stated the substantial completion date is October 15th and November 15th is the pumping date.

ii. Well #6 – Updates:

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

Wittmann suggested the Commission give authorization to McMahon to proceed with the next step for land acquisition for Well #6. Vaclavik stated she will contact Layne to have them watch for an opportune time for them to assess that property as a site for Well #6.

Vaclavik will bring more information on this to the September meeting.

C. Reed Bed Cleaning – Beds 4, 5, &6:

Vaclavik reported that a pre-construction meeting was held today on this project. This project may be completed this week or next week. The contractor did inform her that the project will be completed before September 5th.

D. Manholes Repairs – MH 440 and MH 524:

(Approved)

Vaclavik reported that Hietpas Construction did submit a quote for the repairs of these two (2) manholes. For MH 524, which is located on the east side of Horn Street and Kennedy Drive, the repair cost is \$1,600. For MH 440, which is located by S. Glenview Avenue and Fawn Drive, that manhole will need to be grouted, which will be done by Great Lake TV Seal. The cost for this repair will be \$1,200 - \$1,500. The cost for both repairs is \$3,100.

Motion – Sonnabend moved to approve the quote for repairs to MH 440 and MH 524. Seconded by Mertens. Call vote taken. Motion carried unanimously.

Krueger asked if the GIS Program is still being updated with this type of information. Vaclavik stated she believes that information is being entered into the GIS Program, with MCO Staff entering the “smaller information”.

CHAIRMAN:

No report.

ADMINISTRATOR:

None.

CITY CLERK/TREASURER:

No report.

OLD BUSINESS:

A. Water Rate Increase Application Update:

Gosz reported two (2) options were submitted for review by the Commission. The first option is proposed with the higher users being charged more for usage. Option #2 spreads the water rate increased equally among users.

The consensus of the Commission was to proceed with Option #2.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Sonnabend moved to adjourn the meeting. Seconded by Schwahn. Motion carried unanimously. The meeting was adjourned at 7:05 pm.

Joy L. Buboltz
Deputy Clerk/Treasurer