



OFFICIAL MEETING MINUTES OF A REGULAR MEETING
OF THE **WATER & SEWER BOARD** HELD ON JULY 9, 2019 @ 7:00
P.M. IN THE COMMON COUNCIL CHAMBERS OF CITY HALL, 2000
NORTH CALHOUN ROAD, BROOKFIELD, WISCONSIN

MEMBERS PRESENT

Alderman Christopher Blackburn (chair)
Alderman Jerry Mellone
Alderman Jeff McCarthy

Alderman Scott Berg
Alderman Bill Carnell

MEMBER ABSENT AND EXCUSED: none

OTHERS PRESENT:

City Engineer Jeffrey Chase
John Carlson, Water Superintendent

Alderman Buck Jurken

Roll Call

Chairman Blackburn noted a quorum present and called the Water & Sewer Board to order at 7:01 pm.

Meeting Minutes

Item 1 Meeting minutes of the June 11, 2019 Water and Sewer Board Meeting

Alderman Blackburn requested that for Item 3 the motion should clarify the third option was chosen.

Motion by Alderman McCarthy, seconded by Alderman Mellone to approve the revised minutes of the June 11, 2019 Water and Sewer Board meeting. Motion carried 5-0.

New Business

Item 2 Request for water main extension on Mountain Drive, south of Capitol Drive

Alderman Blackburn preferred that the water hook up be in the front for the long term and it will loop to remove the dead ends.

Motion by Alderman McCarthy, seconded by Alderman Berg to approve the recommendation for the Mountain Drive option for the year 2020. Motion carried 5-0.

Item 3 Digger's Hotline policy

Mr. Chase indicated the policy had some wording and clarification changes.

Motion by Alderman McCarthy, seconded by Alderman Mellone to approve the digger's hotline policy. Motion carried 5-0.

Item 4 Authorized representative resolution for applying for Clean Water Fund Loans

Alderman Blackburn stated the City would not be applying if it was not a better deal.

Motion by Alderman McCarthy, seconded by Alderman Carnell to approve the authorized representative resolution for applying for Clean Water Fund Loans. Motion carried 5-0.

Item 5 Consideration of a reimbursement for overbilling for water and sewer service at 19160 W. North Avenue

Mr. Chase stated the utility was billing the property owner at a rate nearly ten times higher than their actual use due to a computer programming error. The property owner always let their water bill default to their tax roll and did not notice the increase.

Alderman Blackburn asked if this was something that can be easily identified. Mr. Carlson stated that when they changed the meter they discovered the discrepancy.

Alderman Blackburn clarified that they city is not able to reimburse him for the full amount of the overcharge due to PSC regulations.

Motion by Alderman Berg, seconded by Alderman McCarthy to approve the reimbursement for overbilling for water and sewer service at 19160 W. North Avenue. Motion carried 5-0.

Item 6 Request for Monument Sign Encroachment in Water Main Easement-Noby Real Estate, 14040 W. Capitol Dr.

Mr. Chase stated the right-of-way is about 7 feet from the back of the curb for easement on Capitol Drive. The water main is in the grassy area outside of the pavement. This is also where businesses like to place their sign. The property is being redeveloped into a bank building. The current sign foundation for this property is partially above the water main. The property owner is requesting the ability to reinvest in the current sign location with an encroachment agreement.

Alderman Berg asked what happens to the sign if the city needs to perform water main work. Mr. Chase stated the city would not be liable for the sign.

First motion by Alderman Carnell to allow the sign to stay failed. Second motion by Alderman McCarthy, seconded by Alderman Mellone to approve the staff recommendation to not approve the move of the monument sign location. Motion carried 4-1. Alderman Carnell voting no.

Item 7 Perpetual Municipal Utility Easement-Brookfield Hills Golf Course, 16075 Pinehurst Ct.

Alderman Blackburn noted the Golf Course had a private utility system built and dedicated it to the city. Mr. Chase clarified that part of the utility is the new extension placed in a public easement.

Motion by Alderman McCarthy, seconded by Alderman Mellone to approve the Perpetual Municipal Utility Easement for Brookfield Hills Golf Course, 16075 Pinehurst Ct. Motion carried 5-0.

Item 8 Perpetual Municipal Utility Easement-Brookfield Square Sears Redevelopment Phase VIII, 115 South Moorland Road

Mr. Chase advised the sewer and water mains were relocated to accommodate the south end redevelopment.

Motion by Alderman Berg, seconded by Alderman McCarthy to approve the Perpetual Municipal Utility Easement-Brookfield Square Sears Redevelopment Phase VIII, 115 South Moorland Road. Motion carried 5-0.

Adjournment

Motion by Alderman McCarthy, seconded by Alderman Mellone to adjourn the Water & Sewer Board meeting. Motion carried 5-0. Meeting adjourned at 7:35 pm.

Minutes respectfully submitted by Carolyn Megal, Administrative Assistant