

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
TECHNICAL COMMITTEE

Pursuant to §19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority – Technical Committee** was held on Tuesday, January 7, 2020 at the Town of Lawrence Town Hall Conference Room – 2400 Shady Ct, De Pere, Wisconsin

Members Present: Allouez – Sean Gehin, Mike Mahloch
Bellevue – Shawn Geiger
De Pere – Scott Thoresen, Eric Zygarlicke
Howard – Geoff Farr
Lawrence – Kurt Minten
Ledgeview – Andy Tenor

Also Present: Nic Sparacio, General Manager
Rob Michaelson – Manitowoc Public Utilities
Gary Rosenbeck – McMahan, Inc.

The January 7, 2020 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 p.m. by Chairman Kurt Minten of Lawrence.

Roll Call:

1. Attendance was recorded as shown above.

Approval of Agenda:

2. Approve Agenda
Motion made by Howard, seconded by Bellevue to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

3. There were no questions or comments on the December 5, 2019 minutes.
Motion made by De Pere, seconded by Allouez to approve the December 5, 2019 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances:

4. None

Communications:

5. None

Agenda Items:

6. McMahan Task Order 5 for General Engineering Services 2020-2021.
Nic Sparacio stated that the attached two-year Task Order from McMahan has no changes to the standard services offered under general engineering support but does increase the

allowable amount. In recent years, the amount was up to \$26,000 per year, and this Task Order increases to \$30,000 per year to allow for additional support as needed. Gary Rosenbeck stated that his hourly rate is not accurate in the attachment. He plans to use the Project Manager or Senior Engineer rate.

Motion made by Howard, seconded by De Pere to recommend to the Board approval of McMahan Task Order 5 for General Engineering Services 2020-2021.

MOTION UNANIMOUSLY APPROVED.

7. Transmission Main Operation and Maintenance Program Manual from MPU.
Sparacio stated that the updated document provided by MPU has responded to all the questions and comments submitted by the Water Authority on the previous draft. He is glad that we now have a preventive maintenance plan on record and is recommending that we take action to accept and place on file the Program Manual.

Scott Thoresen asked whether Gary Rosenbeck has any outstanding concerns with the document. Rosenbeck responded that all his comments have been addressed. It is a good document. Rob Michaelson added that this is intended to be a living document. It can be added to and updated as any changes are needed.

Rosenbeck asked how the air release valves are doing. Michaelson responded that the maintenance measures applied so far seem to be working, but MPU will continue to watch this closely and train their new staff on what to look for. Discussion continued on how the GIS system is being used to capture certain inspection data.

Motion made by Bellevue, seconded by De Pere to accept and place on file the Transmission Main Operation and Maintenance Program Manual from MPU.

MOTION UNANIMOUSLY APPROVED.

8. Project status updates
 - a. **Chlorine Analyzer maintenance and replacements**
The affected members reported on the results of the recent repairs. Most of the CL17s are now working correctly without the reading drops. However, one unit in De Pere is now experiencing high reading errors. Sparacio stated that the next step is to consider what our options are once the existing service agreement with Hach expires in August. We can start requesting information from vendors over the next few months.
 - b. **Howard Booster By-Pass project and modified system pressure**
Sparacio asked whether any new issues have come up since the increased pressure resumed. There have been no new issues. Geoff Farr stated that the by-pass flow rates in Howard are a little lower than expected but have been sufficient so far.

Michaelson noted that there are periods of higher demand when the Howard booster pumps kick back on. He also noted that there are times when demand increases for many members at the same time. He would like to share that data to see if there are any adjustments that can be made to increase flows to Howard at peak times. The members are open to exploring this. Discussion continued on options for tank stirring.

Sparacio also reported that McMahon will be contacting everyone to determine quantities for chlorine system plumbing modifications. The purpose is to develop an outline specification for DNR review. He then reviewed that the assumption at this point is that a solenoid would be added in all stations where chlorine is used unless the pressure differential is so small that it's unwarranted.

c. Water System Improvement projects

Sparacio stated there are no updates on the projects since the last meeting. Michaelson reported that MPU expects delivery of the 48-inch valve and spool pieces later this month, but this is not yet scheduled.

d. Sensus AMI software updates

Sparacio asked how the updated software has been working. Mike Mahloch responded that Allouez still has issues every time they do billing. Shawn Geiger responded that Bellevue has had issues with billing, but they think this has been worked out. Eric Zygarlicke responded that De Pere did pretty well with their last billing.

Sean Gehin asked for clarification on ownership of the AMI equipment like the antenna, modem, etc. Sparacio responded that each member owns the equipment. He shared the language from the AMI project agreement that states that each member purchased and installed the original equipment and has ongoing responsibility to operate and maintain these items. Discussion continued on maintenance activities that have occurred since the equipment was installed.

Sparacio added that he has reached out to Core & Main for some clarification on the contract relationships and process for future software updates. Zygarlicke explained that Appleton and Grand Chute had these recent updates about a year before the Water Authority, and they held off on our updates while some bugs were being worked out. Discussion continued on the capabilities of the upgraded software and the new meter options that can now be supported.

e. Cross-connection control programs collaboration

Sparacio reported on the results of the SPLASH Implementation meeting on this topic. The discussion at that meeting led to a significant change in direction, where most utilities are now looking at privatizing commercial and industrial inspection requirements. He reviewed the status of existing cross-connection control programs and contracts with all the members to ensure correct information.

The Committee discussed training opportunities. These would be helpful for internal staff that are doing inspections. Farr explained that the American Society of Sanitation Engineers (ASSE) Surveyor class seems to be most applicable to cross-connection inspection needs. There is some overlap with the Tester and Assembly/Repair classes, but the Surveyor class covers everything needed for inspection. These classes are related to national certification for cross-connection control, but there is no state level certification specific to this issue.

Farr has contacted Wisconsin Rural Water to inquire as to what classes they offer. They seem to be offering the Assembly and Tester classes, but not Surveyor. He will contact Rural Water again to share the group's interest in the Surveyor course and ask whether they would offer it in the local area. There are 12 to 13 staff in Water Authority utilities that are interested, plus any staff from Green Bay Water that might also want to join.

Sparacio continued that the SPLASH group will keep working on methods of collaborating toward privatizing the commercial and industrial inspections. This would include tracking software, standard forms and procedures, training, and the like. There was a consensus that collaborative efforts will not focus on pursuing a joint contract with a vendor.

9. Water sales report through December 31, 2019

Sparacio noted that December water consumption recovered from the record lows in November. Total annual consumption landed very close to budget for the year, but the budget number was below the minimum take amount. He reviewed the estimated take-or-pay charge and the updated true-up amounts. Michaelson provided an update on the claim with KS Energy Services. If successful, this claim could provide a small rebate back to the Water Authority at the wholesale MPU water purchase rate.

10. Meter performance comparisons for 2019

Sparacio provided a comparison of meter readings for the Master Meter Station (MMS), the Finished Water Pump Station (FWPS) and the Sum of the Connection Stations (SUM) for 2018 and 2019. The average variance between the MMS and FWPS increased from 2018 to 2019 but was more consistent in 2019. The average variance between the MMS and SUM did not change between the two years. Sparacio then asked for the Committee's opinion on how to proceed. He recommends that we continue to collect data for another year and revisit the issue at that time.

The Committee discussed the monetary value of differences between meter readings, the potential changes to meter design recommended by the FWPS Optimization Study, the impacts of well water blending, and the likely trends for future water consumption. Sparacio stated that a key objective with any future metering improvements is to gain meaningful data on any potential water loss. Michaelson explained that the wide range of flows being used today makes metering very challenging. There was a consensus that the Water Authority should continue to monitor this issue, but there is no need to push for changes in meter design and function at this time. The required meter testing and meter calibration should continue in the meantime.

Old Business:

11. None.

Next Meeting:

12. Agenda Items for the Tuesday, February 11, 2020 Meeting

Possible agenda items for the next meeting include the following.

1. Update on CTH R bridge replacement project survey/potholing
2. Finished Water Pump Station optimization report and recommendations

Adjourn:

Motion made by De Pere, seconded by Bellevue to adjourn at 3:20 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nic Sparacio, General Manager