

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 11, 2022 at the Village of Allouez Village Hall, 1900 Libal Street, Allouez WI, and via video conference.

Members Present: Allouez – Sean Gehin, Mike Mahloch
Bellevue – Eric Woodke
De Pere – Scott Thoresen, Eric Zygarlicke (video)
Howard – Geoff Farr (video)
Lawrence – Kurt Minten
Ledgeview – Greg Potts, Andy Tenor

Also Present: Gary Rosenbeck, McMahon (video)
Rob Michaelson, Manitowoc Public Utilities
Nic Sparacio, CBCWA General Manager

The Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 p.m. by Chair Sean Gehin of Allouez.

Roll Call:

Attendance was recorded as shown above. (Attendees present via video conference are noted with “video.”)

Approval of Agenda:

1. Approve Agenda
Motion made by De Pere, seconded by Lawrence to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. December 2, 2021
There were no revisions to the draft minutes.
Motion made by Ledgeview, seconded by Bellevue to approve the December 2, 2021 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances or Communications:

3. None.

Agenda Items:

4. **Member and Water Authority operations – open discussion**
Greg Potts began with a question on fire tanker fill sites and whether any members have a standard agreement on how potential charges are handled. Scott Thoresen responded that

a first step is to check the PSC tariff to see whether a utility is allowed to charge for bulk water sales. The Members discussed whether there are typically any charges for firefighting water use, and there are a variety of approaches depending on the situation. Geoff Farr added that it can be difficult to know what to charge, because the water use may not have been accurately metered. Discussion continued on how important it is to track non-revenue water to avoid elevated water loss figures. Nic Sparacio then reported that he has been asked to speak to this topic at an upcoming meeting of the Firefighters Association. Discussion continued, and there was a consensus that it would also be helpful to make sure local utilities are notified whenever a hydrant has been used, that fire departments collaborate with the water utilities to verify water volumes, and to turn on hydrants slowly to minimize water hammer impacts to the mains.

Sparacio asked whether the members involved with the Sensus AMI contract would be interested in repairing the base station recently replaced by De Pere to have a back-up on hand in case another one fails unexpectedly. Eric Zygarlicke will ask Core and Main for an estimate for the needed repairs. Mike Mahloch added that he recommends operators get directly onto the email list from Sensus so that you get all the alarm notifications from the base stations.

The Members also discussed the recent cyber alerts sent to water utilities by the EPA, the advancements of the pending PFAS regulations at the state level, the next Unregulated Contaminants Monitoring Rule at the federal level, and the effective date of the Lead and Copper Rule Revisions. Water service material inventories will be due in 2024, and tap sampling requirements may change based on the results of those inventories. The Members then discussed the various funding sources available for replacement of lead service lines.

5. 2021 comparative meter performance and MPU revenue meter

Sparacio provided a report on comparative water use totals for 2021 from the various metering points. The metered total at the Finished Water Pump Station (FWPS) again drifted away from the Master Meter (MMS) and the sum of the Connection Station meters in 2021, but overall, the three sets of meter readings remain very close to each other. The last tank drawdown test to calibrate the FWPS meter was in January of 2020, so it has been almost two years. Rob Michaelson stated that MPU will conduct another tank drawdown test to calibrate the FWPS meter in February.

Sparacio then explained that the Committee needs to revisit the question of which meter to use as the MPU revenue meter. The MMS meter has been used for several years now, but the FWPS is the meter that is supposed to be used for MPU billing according to the Water Purchase and Sale Agreement. Sparacio needs to seek some advice from McMahon on this topic, so he will report back once he has that information. It will also be helpful to see how the readings respond to the FWPS calibration planned for February. Rob Michaelson added that Denmark will connect prior to the MMS meter, so that is another reason to consider returning to the FWPS as the revenue meter.

Gehin asked what MPU's responsibilities are regarding maintaining the transmission main in good working order. Sparacio explained that the Water Authority owns the transmission main and is ultimately responsible for its operation and maintenance, but MPU is contracted to perform that work. MPU is required in that contract to plan for preventive maintenance and to implement that plan. MPU is also responsible to repair leaks and breaks. Discussion continued on the costs of operation and maintenance, the payment responsibilities for water loss, should this ever start to occur, and the cost responsibilities for repairing leaks and breaks. Sparacio noted that all parties have a strong interest in minimizing any water loss, and that the contract terms in this area are currently under review by the parties.

6. Project status updates

a. Emergency back-up supply study

Gary Rosenbeck reported that he continues to make progress with the emergency interconnection study. He hopes to have an initial presentation of the various alternatives for the next Technical Committee meeting. We are continuing to work with Green Bay Water on several of the details, but he can present what he has so far. Sparacio added that he continues to make progress with Green Bay Water on the memorandum of understanding, but this will take some additional time.

b. Chlorine analyzer maintenance

Sparacio stated there are no updates for this item.

c. Meter accuracy and process for calibration

Michaelson reported on the status of the Water Authority meter at the LW-1 connection station. After the meter malfunction that occurred in November, it was confirmed that the meter head had failed. A new meter has been ordered. The existing meter continued to malfunction in December, so Ledgeview's check meter was used for the monthly volume. Mahloch stated that there is an unused meter on the bypass at the AZ-2 connection station that could be used as a spare until the new meter arrives.

d. Manitowoc pump station optimization

Michaelson reported that the VFD is being manufactured, and he anticipates April delivery. MPU is currently working on the installation specifications. If all goes well, he hopes it will be installed by the end of May.

e. Door replacements

Sparacio reported that the purchase order was submitted to LaForce before the quote expired. LaForce will keep us posted on lead times as they begin to order the materials.

f. SPLASH Study implementation

Sparacio stated that the joint RFP for tank inspections was released this week. He has not scheduled the next Implementation Group meeting yet.

g. Asset management planning

Sparacio stated there is no report at this time. He hopes to continue these efforts in February and March.

h. Connection station operation and maintenance responsibilities

Sparacio stated that he has continued to work with Allouez, Bellevue, and WPS on the electrical charges at the connection stations. Gehin stated that Allouez is willing to separate the electrical charges for the pump station from the connection station operation. The Village should pay for its own pump station electricity, but they would like the Water Authority to cover the cost of installing an additional meter. Eric Woodke reported that Bellevue plans to run its well pump tests on auxiliary power for the next year in order to get back on the lower electrical rate. Discussion continued on whether well pumps can ever be tested on the grid. Sparacio will follow up with WPS and report back to ensure that we understand the requirements and risks.

7. Water sales report through December 31, 2021

Sparacio reported on the preliminary water consumption report through December of 2021. Overall, the Members used just under 2% less than the budgeted volume of water for the year. He noted that he still needs to account for all 2021 expenses, but he will review whether there is an opportunity to reduce the operational rate based on the lower than budgeted water use. If the rate can be adjusted, this would impact the true-up amounts. He then reviewed the preliminary shares of water use by each Member, the preliminary invoice and rebate amounts, and the preliminary take-or-pay charges.

Old Business:

8. None.

Next Meeting:

Agenda Items for the Tuesday, February 8, 2022 Meeting

Potential items for the January meeting include:

- Add Denmark service connection to the regular project updates on the agenda
- Chlorine residual levels incoming from MPU
- Member experiences on switching from groundwater to lake water

Adjourn:

Motion made by De Pere, seconded by Lawrence to adjourn at 2:50 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nicolas Sparacio