

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to §19.84 Wis. Stats, a regular meeting of the Central Brown County Water Authority **Board of Directors** was held on Wednesday, January 26, 2022 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video conference.

Present: Allouez – Chris Sampson (video)
De Pere – Larry Delo (video)
Howard – Geoff Farr
Lawrence – Patrick Wetzel (video)
Ledgeview – Sarah Burdette (video)

Excused: Bellevue

Also Present: Gary Rosenbeck, McMahon (video)
Nic Sparacio, CBCWA General Manager (video)

The meeting was called to order at 3:05 p.m. by President Sarah Burdette of Ledgeview.

Roll Call:

Roll Call was taken as recorded above. (Attendees present via video conference are noted with “video.”)

Approval of Agenda:

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

Approval of Minutes:

2. December 15, 2021 regular meeting
There were no revisions to the draft minutes.
Motion made by Ledgeview, seconded by Howard to approve the minutes of the regular Board meeting of December 15, 2021.
MOTION UNANIMOUSLY APPROVED

Public Comment and Appearances:

3. None.

Administrative Actions & Reports:

4. 2021 true-up adjustments and member allocation
Nic Sparacio presented the 2021 preliminary true-up adjustments and member allocation. He noted that water use was below budget for the year, but up slightly from 2021 water use. He then explained that the below-budget water use resulted in actual operational expenses low enough to warrant an adjustment to the operations rate charged to the

Members. The true-up figures provided include a rebate to the Members on this basis. He then reviewed the preliminary rebate and invoice amounts for each of the Members. He noted that these numbers may be further adjusted if there are any additional 2021 expenses yet to come in, but he would expect these to be minimal.

Motion made by Howard, seconded by Lawrence to approve the 2021 true-up adjustments and Member allocation contingent upon there being no significant changes once all 2021 expenses are accounted for.

MOTION UNANIMOUSLY APPROVED

5. Quote for valve repairs at Central Storage

Sparacio reported that these repairs are not an emergency situation, but they are time sensitive and should be completed as soon as possible. He will also report on this action to the Technical Committee, but the timing of upcoming meetings was not conducive to allow a Technical Committee recommendation in advance of the Board meeting. He then explained the reasons for these repairs and modifications to the valves at Central Storage as related to a power outage incident that occurred in Summer of 2021. He continued to explain that the expense can be covered in the 2022 capital budget, that Dorner is the only authorized vendor for Cla-Val in Wisconsin, and that McMahon and MPU have reviewed the details of the proposed repairs and modifications. He is recommending approval of the quote from Dorner.

Motion made by Allouez, seconded by Lawrence to approve the quote from Dorner for valve repairs at Central Storage in the amount of \$7,292.

MOTION UNANIMOUSLY APPROVED

6. Financial report

Sparacio presented the December financial statements. He stated that the updated projection for year-end net income remains better than budgeted at just over \$100,000. This accounts for the Member rebate explained previously and additional updates to 2021 expenses and revenues.

Motion made by De Pere, seconded by Ledgeview to approve the financial report.

MOTION UNANIMOUSLY APPROVED

7. Bill payment list

Sparacio stated that there are no changes to the January bills as provided in the meeting materials. He noted the two additional checks that had been added to the list since the first draft of the meeting materials. He also explained the charge for municipal stormwater fees that appear from time to time for the various Water Authority owned parcels.

Motion made by De Pere, seconded by Allouez to approve the bill payment list.

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

8. None.

Project Update and Status Reports:

9. Engineer's report

Gary Rosenbeck reported on progress with the emergency back-up supply study. Pending adoption of the MOU with Green Bay, there are some aspects of the study that he can start presenting to the Technical Committee in the near future. But he will await that agreement before several key questions can be answered in cooperation with Green Bay. He also noted that McMahon continues to provide some technical support to the US Army Corps of Engineers as they engage in the feasibility study for further shoreline stabilization work on Lake Michigan.

10. Manager's report

Sparacio provided a summary of items he worked on for the past month and his plans for the month ahead. He reported that we are making good progress on the MOU with Green Bay Water. We anticipate having an approvable document at the February meeting. He then addressed the recent email bulletin from Senator Baldwin's office. He believes that the referenced grant to the Water Authority is the feasibility study under the Section 14 program, but he will contact the Senator's staff to request additional clarification.

Larry Delo asked how the Water Authority is handling recent cybersecurity alerts. Sparacio responded that our IT resources have reviewed our preparedness and made the recommended adjustments. We continue to have robust back-up systems to assist with any incident recovery. Chris Sampson asked for information on the potential membership in MEG Water. Sparacio responded that this is beneficial from the standpoint of having a voice on water related legislative issues, but we would be the first joint local water authority to become a member. MEG Water is working on the specifics of how we might be admitted.

President Burdette then requested to complete the open session items by moving to agenda item 12. The Board consented.

New Business

12. Resolution 2022-01 Approving the Village of Denmark Application for Membership

Sparacio reported that the Village of Denmark completed its review of the New Member Contract and the related foundational agreements and is prepared to accept all the terms and conditions as proposed. The Board can now take action on the recommendation of the Membership Committee regarding the Denmark application for membership. Burdette added that she and Geoff Farr attended the Denmark Village Board meeting when Sparacio presented the contract, and the Board members seem to have a good understanding of the water service proposal. Discussion continued on the desire to publicize all the positives of this decision.

Motion made by De Pere, seconded by Lawrence to adopt Resolution 2022-01 approving the Village of Denmark application for membership under the stated terms and conditions.

MOTION UNANIMOUSLY APPROVED

Old Business

11. Update on negotiations with Manitowoc Public Utilities

Burdette read the closed session notice: The Board may go into closed session pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Board will then reconvene back into open session.

Motion made by Ledgeview, seconded by Howard to go into closed session.

ROLL CALL VOTE WAS TAKEN: All ayes.

Motion made by De Pere, seconded by Lawrence to return to open session.

ROLL CALL VOTE WAS TAKEN: All ayes.

Burdette stated there were no actions to report from the closed session discussion.

Next Meeting:

The next meeting is scheduled for February 23, 2022.

Adjourn:

Motion made and seconded to adjourn at 4:20 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Nicolas Sparacio