

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 27, 2021 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video conference. Note that in light of ongoing public health concerns regarding COVID-19, Board members had the option of joining the meeting via telephone/video conference. Members of the public were offered the opportunity to either attend the meeting at the location noted above or to contact the Water Authority to obtain telephone or internet access to the meeting.

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

Excused: Bellevue

Also Present: Gary Rosenbeck, McMahan Assoc.
Nic Sparacio, CBCWA General Manager (in person)

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. (Note that all attendees listed were present via video conference or teleconference unless otherwise noted as “in person.”)

Approval of the Agenda:

1. Approve agenda

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

MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. December 16, 2020 regular meeting

There were no revisions to the draft minutes.

Motion made by De Pere, seconded by Allouez to approve the minutes of the regular meeting of December 16, 2020.

MOTION UNANIMOUSLY APPROVED

Public Comment:

3. None

Appearances:

4. None scheduled

Administrative Actions & Reports:

5. Updated comparison of Wisconsin water rates

Nic Sparacio presented comparative costs of residential water bills based on analysis by the University of North Carolina Environmental Finance Center. The Wisconsin Water Rates Dashboard has recently been updated with 2020 data. The Central Brown County Water Authority member communities on average improved in comparative statewide affordability by 6 percent since 2018. Sparacio will continue to look for data sources to relate the cost of our water on a national scale. The Board discussed how the age of infrastructure impacts water rates and the expectation that the Water Authority's relative costs will continue to improve as debt is paid down.

6. 2020 true-up adjustments and member allocation

Sparacio reviewed the 2020 water consumption and true-up results. He explained the comparison to budget, the expected take-or-pay charges, and the analysis of the operation costs rate for potential adjustment. The analysis did not result in an adjustment to the operation costs rate for 2020, as the budgeted operational costs were not lower than actual operational costs when including contributions to reserves.

Larry Delo stated that he suspects lower water consumption in De Pere was driven in part by reduced use of school facilities and certain businesses that were closed at times in 2020. Sparacio responded that we did see a steep drop in water use in the spring and added that the City of De Pere was additionally impacted by some new infrastructure in the Town of Lawrence. A portion of the Town that had been previously served with water through the City is now being directly served by the Town. With that switchover completed, it is anticipated that water consumption in De Pere should stabilize in the coming years.

Motion made by Lawrence, seconded by Howard to approve the 2020 true-up adjustment and member allocation.

MOTION UNANIMOUSLY APPROVED

7. Financial report

Sparacio presented the December financial statements. While unaudited, this report is representing a reasonably accurate picture of year-end. He noted that some of the items will continue to change as all 2020 payables come in, but the net income for the year is expected to land well above the budgeted amount. He pointed out the primary revenues and savings that impacted net income performance.

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

MOTION UNANIMOUSLY APPROVED

8. Bill payment list

Sparacio stated that there are no changes to the January bill payment list as provided in the agenda. He is requesting approval of the bill payment list.

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

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

9. Approval of McMahon Task Order 8, Evaluation of Emergency Water System Interconnections

Sparacio stated that the topic of emergency back-up water supply had some significant discussion during the strategic planning process. In order to move forward with decision making, two primary alternatives need to be compared. One potential alternative is to work with the Green Bay Water Utility to develop a large interconnection that could serve the entire membership. The second major alternative is to improve upon existing local resources to provide an emergency water supply, potentially at lower cost. Those local-level resources could include some combination of member system interconnections, one or more smaller-scale interconnections with Green Bay, and the groundwater wells with better quality water. Currently, we lack information on the second option. This study would collect the required data, develop various scenarios for potential water system failures, and make recommendations on how we might optimize those local-level resources. The goal is to better position the Board to evaluate the costs and benefits of these two major alternatives. Gary Rosenbeck described the scope of work and cost proposal.

Delo asked for clarification on whether we would look at any other potential sources of emergency water supply. Rosenbeck responded that we are looking at maximizing the effectiveness of what is already available rather than identifying any new sources of water. Geoff Farr also explained how the temporary use of a higher quality groundwater source could help reduce the demand for an interconnection supply in an emergency situation.

Burdette asked where this study would fall in the 2021 budget. Sparacio responded that we have capacity in the general engineering budget for this project.

Chris Sampson asked whether the study would be more of a data inventory or would also include a set of recommendations. Rosenbeck responded that there is a data gathering element, but it will also develop detailed recommendations on how we could respond to various system failure scenarios.

Motion made by De Pere, seconded by Howard to approve McMahon Task Order 8, Evaluation of Emergency Water System Interconnections.

MOTION UNANIMOUSLY APPROVED

Project Update and Status Reports:

10. Engineer's Report

Rosenbeck reported that Manitowoc Public Utilities (MPU) is moving ahead with design and bidding for the VFD on pump 4 at the Finished Water Pump Station. McMahon has had good involvement throughout the design process so far.

11. Manager's Report

Sparacio provided a summary of items he worked on for the past month and his plans for the month ahead. He provided an overview of the lawsuit that was presented to the Water Authority in January. The initial defense will come from the Water Authority's insurance provider. Sparacio then provided an update on the bond refunding. The sensitivity analysis indicates that the Water Authority will likely gain the greatest savings by waiting until much

closer to the 2024 call date to complete the refunding. He also updated the Board on his last meeting with Troy Adams at MPU. Progress is being made in exploring alternatives for resolving the capital repair invoices issue. Discussion is also starting related to the agreement for operation and maintenance of the transmission main.

Old Business

12. None

New Business

13. None

Next Meeting:

The next meeting is scheduled for February 24, 2021.

Adjourn:

Motion made and seconded to adjourn at 4:00 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nicolas Sparacio