

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, February 7, 2023 at the City of De Pere Municipal Services Center, 925 S. Sixth Street, De Pere WI, and via video conference.

Members Present: Allouez – Sean Gehin
Bellevue – Teal Spellman, Mike Mahloch
Denmark – Erika Thronson (video)
De Pere – Scott Thoresen
Howard – Geoff Farr
Lawrence – Kurt Minten
Ledgeview – Greg Potts, Andy Tenor

Also Present: John Deuchert, Village of Allouez
Gary Rosenbeck, McMahan Assoc. (video)
Nic Sparacio, CBCWA General Manager
Rob Michaelson, MPU

The Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 p.m. by Chair Scott Thoresen of De Pere.

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 Lawrence, seconded by Ledgeview to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. January 10, 2023
There were no revisions to the draft minutes.
Motion made by Ledgeview, seconded by Lawrence to approve the January 10, 2023 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances or Communications:

3. Letter from Town of Ledgeview – proposed rezoning
Nic Sparacio reported that the Water Authority received a rezoning notice from the Town of Ledgeview for a parcel located across the street from the Pressure Reducing Station on

Heritage Road. The correspondence was shared with the Technical Committee for awareness. There are no concerns with the rezoning.

Agenda Items:

4. Report on main break repairs

Sparacio reported on the main break and related repairs that occurred January 20th through the 23rd along County Road FF/Hillcrest Road. He explained the timeline of events, the repair process, and the investigation into the potential cause of the break. Rob Michaelson added that PTS was able to respond quickly, so they were hired to perform these repairs. He described some of the challenges of draining and repressurizing the repair based on the volume of water involved. The work spanned four days, and Michaelson thanked the Village of Howard for their assistance in the repair process.

Geoff Farr thanked Michaelson for his work in coordinating with the Wisconsin Department of Natural Resources (WDNR). The whole process went smoothly, and Howard was able to continue using Water Authority water throughout the repair. The Committee then reviewed the damage found on the pipe, the potential cause of the damage, and details of the final repair. Sparacio added that Manitowoc Public Utilities did a great job coordinating the repair work.

Mike Maholch asked about MPU's experience with the performance of three-part repair sleeves. Michaelson responded that after repeated attempts to use repair sleeves on large diameter pipe, he has concluded that they just do not work. In this case, the repair sleeve provided some usable flow over the weekend, but ultimately did not form a reliable seal.

5. Manitowoc pump station optimization – review project invoice

Sparacio stated that the final invoice has been provided by Manitowoc Public Utilities (MPU) for the procurement and installation of the new variable frequency drive for Pump 2 at the Finished Water Pump Station (FWPS). He provided an overview of the invoice details as compared to the bids and change orders approved by the Water Authority during the project. Sparacio has reviewed with Michaelson all the differences between the approved amounts and the actual amounts and has obtained supporting details for several items including the MPU labor.

Thoresen asked what was involved in the MPU labor. Michaelson responded that it included engineering, project oversight, and work by MPU electricians, from 2019 through 2022. Sparacio concluded that the overall project was completed well within budget, and he is recommending approval of the requested payment.

Motion made by Howard, seconded by Allouez to recommend to the Board approval of MPU invoice #1706 in the amount of \$394,456.73.

MOTION APPROVED UNANIMOUSLY

6. Project status updates

a. **Cell-to-cell pipe survey**

Sparacio provided an update on the continued communications around the cell-to-cell survey. The Water Authority's concerns have been forwarded to NIS, and NIS recently provided a response. The NIS response is now being reviewed to determine next steps.

b. **Emergency back-up supply study**

Sparacio stated that there is no update at this time. He is waiting to hear back from Green Bay Water on whether there is willingness to discuss with Allouez a potential small-scale interconnection relative to the planned reconstruction of Webster Avenue. Sean Gehin added that Village of Allouez staff are also considering what options they might have for directly facilitating this conversation.

c. **Meter accuracy and process for calibration – report on recent testing**

Sparacio provided an update on 2022 comparative meter readings and the outstanding question on which meter is used as the MPU revenue meter. A couple factors have brought this item back to attention including the repeated good results with tank-drawdown calibration and the future addition of a new meter for the Village of Denmark. For these reasons, the Water Authority and MPU should consider returning to the FWPS meter as the revenue meter for the Water Authority's wholesale water purchase.

Thorsen asked how take-or-pay charges would have compared if the FWPS meter was used as the MPU revenue meter. Sparacio responded that the FWPS meter volumes have been slightly higher and have exceeded the minimum water purchase volume for the last two years. Sparacio also noted that take-or-pay charges should no longer be a concern for the Water Authority in the future, as water consumption is expected to consistently exceed the minimum volume once Denmark begins to take water.

Sean Gehin asked whether water loss could be a factor at this point. Michaelson responded that the differences between the meters are so small that water loss does not seem likely. Neither has there been any observable water loss outside of actual main breaks. However, MPU will continue to perform leak detection as required. Discussion continued on pressure testing and main break repair methods.

Sparacio then reported that there is no recommendation ready for today, but a decision should be made in the months ahead. The missing piece in the decision has been finding a good method for calibrating the large diameter meters. MPU has now had repeatable results from the tank-drawdown method. Gary Rosenbeck has reviewed the calculations and has no issues with the approach. Committee discussion continued on parameters for how often meter calibration would occur and on MPU operation and maintenance responsibilities for the transmission main. Michaelson stated that MPU would prefer to return to the FWPS meter for billing and would intend to calibrate the meter yearly.

d. **FWPS reservoir roof repairs**

Sparacio stated there is no update on this item. We await correspondence from MPU with conclusions on how they would like to proceed.

e. **SPLASH Study implementation**

Sparacio reported that he will work to set quarterly meeting dates for the rest of 2023. There are no other updates on SPLASH at this time.

f. **Village of Denmark water supply connection**

Sparacio reported on the groundbreaking ceremony which went very well. Erika Thronson added that the actual construction is set to begin the week of February 13. Mid City Corporation is the contractor.

g. **Communication planning**

Sparacio reported on progress with the communication planning process. Content is being regularly shared via social media, and work is underway on drafting some detailed messaging around water quality topics. These draft materials will be ready to share with the Committee at a future meeting.

h. **Chlorine analyzer maintenance**

Sparacio provided the upcoming maintenance kits to the Members and explained the upcoming maintenance needs which are due in March. He is working with MPU to schedule a demonstration of the 2-year membrane replacement for the pre-chlorination analyzers that all the Members have in their stations. There is already a video of the process for the 1-year maintenance of the post-chlorination analyzers, which are also due for service in March.

i. **Service line material inventories**

Sparacio stated that this item was placed on the agenda due to the related discussion at the meeting last month. We can keep this on the agenda in the months ahead as needed. The Committee then discussed the current understanding of the service line material inventory requirements. One of the key clarifications is that utilities are not expected to excavate every unknown service line before the 2024 deadline. The expectations, as communicated by WDNR, are to complete the records review by the deadline, incorporate service line material verification into normal operations, and then make regular improvements to the completeness of the inventory over time until all the unknowns are known. Discussion continued on meeting the requirements of the lead and copper rule.

7. Water sales report through January 31, 2023

Sparacio reported that water consumption is off to a strong start for the month of January. He further noted that some 2023 updates to the monthly water consumption spreadsheet are still in progress.

Old Business:

8. Updated 2022 true-up adjustments and member allocation

Sparacio reported that he has reviewed all 2022 operational costs, and there will be an adjustment (down) to the operational rate as part of the annual true-up. He explained the impact of the rate adjustment: true-up rebates are increased and true-up invoices are decreased. He then walked through a couple examples of how the true-up calculations work. The Committee discussed several aspects of the annual true-up calculations.

Next Meeting:

Agenda Items for the Tuesday, March 7, 2023 Meeting

Potential items for the February meeting include:

- Cell-to-cell survey results and next steps
- Chlorine analyzer maintenance
- Member and Water Authority operations – open discussion

Adjourn:

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

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nicolas Sparacio