

**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 11, 2020 at the Town of Lawrence Town Hall Conference Room – 2400 Shady Ct, De Pere, Wisconsin

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**Members Present:** Allouez – Sean Gehin, Mike Mahloch  
Bellevue – Shawn Geiger  
De Pere – Scott Thoresen  
Lawrence – Kurt Minten, Tyler Mueller  
Ledgeview – Andy Tenor

**Members Excused:** Howard

**Also Present:** Nic Sparacio, General Manager  
Rob Michaelson – Manitowoc Public Utilities  
Dan Carpenter – Town of Lawrence  
Gary Rosenbeck – McMahon, Inc. (via telephone)

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The February 11, 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. Minten introduced Dan Carpenter, who formerly worked for the De Pere Water Utility and now assists the Town of Lawrence part-time. He also introduced Tyler Mueller, the Water Operator for the Town of Lawrence.

**Approval of Agenda:**

2. Approve Agenda  
**Motion made by De Pere, seconded by Allouez to approve the agenda.**  
**MOTION UNANIMOUSLY APPROVED**

**Approval of Minutes:**

3. There were no questions or comments on the January 7, 2020 minutes.  
**Motion made by Allouez, seconded by Ledgeview to approve the January 7, 2020 minutes as presented.**  
**MOTION APPROVED UNANIMOUSLY**

**Appearances:**

4. None

**Communications:**

5. None

**Agenda Items:**

6. Water System Improvement (Contract A) final payment request from Reeke-Marold, Inc. Nic Sparacio reported that this pay request on the Howard Booster By-Pass project is not ready for approval. McMahon is preparing a (deduct) change order, so it will come back with revisions at the next meeting. No action is needed at this time.
  
7. Water System Improvement (Contract B) final payment request from Reeke-Marold, Inc. Sparacio reported that this final pay request on the Automated Chlorine Shut-offs project is ready for approval. McMahon has reviewed the final pay request and is recommending approval. The work is complete, and the final payment is the retainage on the project.  
**Motion made by Ledgeview, seconded by Allouez to recommend to the Board final payment to Reeke-Marold, Inc. in the amount of \$19,657.40**  
**MOTION UNANIMOUSLY APPROVED.**
  
8. Manitowoc Pump Station Optimization Study Final Draft Report.  
Sparacio explained the status of the Optimization Study document. He recently learned that Manitowoc Public Utilities (MPU) is planning to release a Final version of the document in the near future. MPU reported to him that there will be no changes from the Final Draft, which has been provided to the Technical Committee, with the exception of the flow meter assessment section. Cost estimates are to be added to the flow meter recommendations, and this whole topic will be removed from the report and placed in a separate memo. Sparacio asked for any questions on the content of the Study.

Scott Thoresen asked whether Gary Rosenbeck has any comments on the content or recommendations of the Study. Rosenbeck responded that the Study reached the expected conclusions. We need to add two variable frequency drives (VFDs) to the pumps in Manitowoc.

Thoresen then asked how the capital projects will fit into our capital budget. Sparacio responded that we have funds in the 2020 Capital Improvement Program to get started on implementing the recommendations, but this will likely take multiple years. The automation of the controls logic can get started right away, and the ability to add one or more VFDs is going to depend on the actual cost. It is possible this could start in 2020 or 2021 depending on how other expenses play out for the year. Sparacio added that this project would not be eligible for a Focus on Energy grant, because the addition of VFDs is not expected to reduce energy consumption. Energy consumption will likely stay about the same, as MPU has already been improving efficiency by manually operating the pumping strategy to take advantage of off-peak electrical times of day.

Rosenbeck continued that the next steps will involve MPU putting together a bid package to purchase one or both VFDs. This will give us the pricing information we need to understand the timing for budgetary purposes.

Sparacio then explained the related letter that was sent to MPU. It was advised that the Water Authority document its acceptance of the report as well as its areas of concern. For

the protection of Water Authority's interests, it should not be assumed that it agrees with every statement in the Study. He hopes that this does not overshadow the primary outcome, which is that this cooperative study was successful, and we would like to move forward to implement it. This is presented for the Committee's awareness. Since a final version of the report is coming in the near future, Sparacio is not requesting action on the Study at this time.

**9. Potential collaboration on 2020 tank inspections.**

Sparacio stated that the tanks at Central Storage will be inspected in 2020, and he also became aware of an effort by De Pere to collaborate on tank inspection services. He wants to make sure that everyone is aware of these opportunities. Thoresen reported that he has held off on releasing the bid request in order to allow any others to join. He will finalize it next week. Discussion continued on upcoming tank inspection and tank maintenance projects.

**10. Spring flooding plans and communications.**

Sparacio asked if there are any water supply concerns around expected spring flooding. Planning for spring flooding is taking place at the County level, so this is a good time to consider that topic.

The Committee discussed expected stormwater and sanitary sewer flooding concerns, resources for providing filled sandbags, and approaches for making them available to the public. There was a consensus that there were really no issues relative to water transmission or distribution last spring. The issues occurred with storm and sanitary sewer. The main vulnerabilities are sanitary lift stations, so provisions will be made to protect these locations again. There are no flooding concerns with Water Authority facilities.

**11. Sand blaster utilization and insurance.**

Sean Gehin reported that the sandblaster jointly purchased in years past, and currently stored in Allouez, is reaching the end of its life expectancy. Mike Mahloch stated that he had the unit inspected last year, and it is not functioning efficiently any longer. It was confirmed that Allouez, Bellevue, and Ledgeview were the original parties to the joint purchase. Shawn Geiger stated that Bellevue had the unit insured at one point, but no longer has it included in their policy. There was a consensus that the unit is no longer needed and can be retired.

**12. Water Authority 2019 WDNR Sanitary Survey results.**

Sparacio outlined the results of the 2019 Sanitary Survey. The chlorine system modifications and monitoring additions which have been discussed for some time are now being addressed through the Sanitary Survey. A written response is due back to the DNR later this month, and the corrective action plan is due July 1, 2020.

Thoresen asked whether this will be handled as a joint project. Sparacio responded that while the details are still being formulated on exactly how we will respond, it likely makes sense as a joint project. Additional details can be discussed under the related agenda items.

Rob Michaelson stated that he is working on the initial response to the Sanitary Survey on the Water Authority's behalf. He had questions for DNR on the enforceability of these directives to make modifications on the local side of the connection stations. It sounds like everyone is supportive of making these changes, so the enforceability question should not be a problem.

Rosenbeck added that connection stations regularly adding chlorine are the ones that will need the solenoid and downstream chlorine analyzer installed. It was confirmed that all three De Pere stations, the Allouez station, and the Lawrence station will need these modifications. The Howard station may also be included – this needs to be confirmed with Geoff Farr. Discussion continued on the function of the solenoids.

### 13. Project status updates

#### a. **Howard Booster By-Pass project and modified system pressure**

The Committee discussed the December reporting provided by MPU with the goal of balancing flows toward reduced use of the Howard Booster Station. At high flow periods, the pumps are occasionally being called on to provide adequate pressure in Howard. With some modifications to the timing of when communities take water, this could be reduced further.

Dan Carpenter described the modifications to flow patterns he has been testing in Lawrence. He is finding that he can reduce their flows and recover storage more slowly over a longer period of time. Michaelson responded that the frequency of pumping at the Howard Booster has already been reduced, and it may be related to the changes made in Lawrence. He will share the more recent trend data with the Committee as well.

#### b. **Chlorine analyzer maintenance and replacements**

Sparacio relayed an update from McMahon on the approach for the additional analyzers. McMahon is recommending submitting the plans for additional analyzers together with the plans for the solenoid additions. Sparacio also asked whether the members would like to hear from potential vendors on alternatives for chlorine analyzers. There was a consensus that this would be beneficial. He will schedule the current vendor to come and present to the group at the March meeting.

Andy Tenor reported that Ledgeview has recently started experiencing the dropped readings with their CL17. Discussion continued on the settings for these devices and alternatives for replacing them in the future.

#### c. **Chlorine system plumbing modifications**

Sparacio relayed an update from McMahon on the approach for the plumbing modifications. He asked whether McMahon now has all the information that is needed to proceed. Rosenbeck responded that they now know which stations to plan for the

solenoid additions, but they will also need to look at how the Allouez station may be different.

d. **Water System Improvement projects**

Sparacio confirmed that all members received the operation and maintenance manuals for these projects. He then provided an update on the delivery of the 48-inch valve and repair materials. There are still a few follow-up items to address before the delivery task is fully complete. McMahon has forwarded a pay request from August Winter on this project to cover the purchase of the valve. The pay request does not include the delivery tasks or the retainage.

**Motion made by De Pere, seconded by Ledgeview to recommend to the Board payment to August Winter and Sons, Inc. in the amount of \$42,000.00**  
**MOTION UNANIMOUSLY APPROVED.**

e. **CTH R bridge replacement project**

Sparacio reviewed the construction project schedule provided by Brown County's project engineer. The pile driving will occur in three stages starting in March and ending in May. The vibration monitoring equipment will be installed later this week. Michaelson reported that the potholing has been completed, so the locations and elevations of the pipe have been surveyed for reference.

f. **Main break repair along Elmview Rd/CTH MM**

The Committee discussed the details of the January 20<sup>th</sup> main break and response. All parties involved responded very professionally and worked cooperatively to minimize the impacts to Bellevue water customers. Discussion continued on the likely cause of the main break, the use of the interconnection with Ledgeview, and the emergency response procedures that were employed.

Geiger described the process used when the Village of Bellevue sent out a media release the show appreciation to all those involved. Sparacio added that the Water Authority's public relations firm assisted with the media release to ensure that the messaging was clear and positive. The end result was well written, and this is a good model to follow in the future.

Discussion continued on methods for locating main breaks. For difficult to reach areas, Thoresen noted that De Pere has a drone that could possibly be used. Minten added that Brown County also has contacts for experienced drone pilots and drones with various types of imaging cameras.

g. **Sensus AMI software updates**

Sparacio reported that the technology escrow deposit (of the updated software source code) has been confirmed. From his view, this project is now complete. He asked the members if there are any remaining issues. The Committee discussed some ongoing issues with modems that have needed replacement, but there were no further issues with the AMI software upgrade at this time.

**14. Update on potential capital repairs, maintenance items and related budget**

Sparacio provided a listing of potential capital repairs and maintenance items that have developed since the 2020 budget was adopted. At this time, there are ways to handle these items within the budget or with budget amendments. Cost estimates are still needed for the chlorine analyzer and chlorine solenoid additions, so he will update the list once we have the information. He wants the Committee to be aware of these items.

Thoresen asked for an explanation of how the costs are allocated for emergency repairs. Michaelson responded that this falls under the transmission main operation and maintenance agreement. So the responsibility for emergency repairs falls to MPU, but if there are any parts replaced during the repair, the cost of replacement parts is billed to the Water Authority. In the Howard repair, all the costs are repair, so there is no bill to the Water Authority. In the Bellevue repair, there were new pipe sections and a bend installed which will be billed to the Water Authority.

Rosenbeck asked whether there was any update on the Finished Water Pump Station HVAC project. Sparacio responded that we want to keep this on our radar, but we want to first see how the additional VFDs might change the pump station environment. The HVAC project is still in the capital budget. Rosenbeck stated that we will need to go back to MPU at some point to ask them to proceed with the HVAC study.

**15. Water sales report through January 31, 2020**

Sparacio noted that January water consumption was fairly typical but a little lower than January of the two prior years. He then explained that the volume of water transferred through the interconnection from Ledgeview to Bellevue is included in the water consumption spreadsheet.

Sparacio asked whether Bellevue and Ledgeview were in agreement on the methodology for calculating the volume. Geiger and Tenor responded that they are in agreement. Tenor stated that they do not want to lose the detail of the sold water so that they report it appropriately to the DNR. Sparacio said he will back it out of the spreadsheet, but all the details will still be available. A final decision will be needed on whether an actual invoice will be sent to Bellevue, or whether this can be adjusted through the true-up process.

**Old Business:**

16. None.

**Next Meeting:**

**17. Agenda Items for the Tuesday, March 10, 2020 Meeting**

Possible agenda items for the next meeting include the following.

1. Presentation from vendor on chlorine analyzer options
2. Report on connection station communication system mapping project

**Adjourn:**

**Motion made by De Pere, seconded by Ledgeview to adjourn at 3:10 p.m.**

Central Brown County Water Authority  
Technical Committee  
February 11, 2020

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**MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,  
Nic Sparacio, General Manager