

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, February 19, 2020 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI.

Present: Allouez – Chris Sampson
Bellevue – Diane Wessel
De Pere – Larry Delo
Howard – Geoff Farr

Excused: Lawrence
Ledgeview

Also Present: Nic Sparacio, General Manager
Gary Rosenbeck, McMahon Assoc. (via video conference)

The meeting was called to order at 3:20 p.m. by Vice President Geoff Farr of Howard.

Roll Call:

Roll Call was taken as recorded above.

Approval of the Agenda:

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

Approval of Minutes:

2. January 22, 2020 regular meeting
Motion made by Allouez, seconded by De Pere to approve the minutes of the regular meeting of January 22, 2020.
MOTION UNANIMOUSLY APPROVED

Public Comment:

3. None

Appearances:

4. None

Administrative Actions & Reports:

5. Media release from Village of Bellevue
General Manager Sparacio stated that there were several positive results that came from the January main break repair in Bellevue. The whole situation was handled professionally by all the utility staff involved. In terms of public communications, Bellevue staff worked with him and the Water Authority's public relations firm to finalize their media release.

This is a good model to follow, and he encouraged the other members to take advantage of these resources as well. Diane Wessel added that she wanted utility customers to be aware of how well this emergency was handled. With no disruption to their water service, they would not have otherwise known.

6. Progress report from the Growth Management Task Force

Sparacio provided an update on the work of the Growth Management Task Force with completion of the draft issue statement, goals, and review criteria. The purpose of this process is to provide a solid foundation for approaching all the member governing bodies with the amendment package to the Member Water Purchase Agreement.

Farr asked if another goal of the process is to come up with a water purchase rate for new members. Sparacio responded that the amendment package will include a framework for developing water purchase rates for new customer members. But the task force is finding that there must be some flexibility in how specific water rates are derived. The goals and review criteria are established to make sure that the identified guiding principles are followed in those future decisions.

Motion made by De Pere, seconded by Howard to approve the progress report of the Growth Management Task Force as presented.

Discussion continued on additional opportunities for Board members to provide feedback. While we are missing a couple Board members today, these are still draft documents that are open to revision, and the review criteria are fairly general. With that in mind, the members present are comfortable taking action. Vice President Farr called for a vote on the motion.

MOTION UNANIMOUSLY APPROVED

7. Financial report

Sparacio presented the January financial statements. He pointed out changes to certain restricted funds as approved in the 2020 budget process and the 2019 to 2020 carry-forward items in the capital improvement program. For the beginning of the new year, all financials are tracking as expected.

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

MOTION UNANIMOUSLY APPROVED

8. Bill payment list

Sparacio stated that the February bill payment list has no changes from that provided in the meeting materials and noted the two capital project pay requests that are included. The MPU payment also includes the annual take-or-pay and well water use charges.

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

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

- 9. Approval of final payment request from Reeke-Marold, Inc. in the amount of \$19,657.40**

Sparacio reported that this is the final pay request on the Automated Chlorine Shut-offs project. Both McMahon and the Technical Committee have reviewed this pay request and release of the retainage and are recommending approval.

Motion made by Allouez, seconded by Bellevue to approve the final payment to Reeke-Marold, Inc. on Water System Improvement Project (Contract B) in the amount of \$19,657.40.

MOTION UNANIMOUSLY APPROVED

- 10.** Approval of payment request from August Winter and Sons, Inc. in the amount of \$42,000.00

Sparacio reported that this pay request on the 48-inch Repair Materials project covers the purchase of the 48-inch butterfly valve. Both McMahon and the Technical Committee have reviewed this pay request and are recommending approval.

Larry Delo asked for a review of the purpose of procuring the repair materials. Sparacio responded that due to identified vulnerabilities in the transmission main and the lead time to procure a 48-inch butterfly valve, it was decided to have one in inventory. Delo suggested that a second butterfly valve be purchased once the Water Authority receives funds from settlement of the 2016 lawsuit with CTE. Discussion continued on the potential uses of these funds once they become available in 2026. The intent was to have these funds on hand for potential repairs or maintenance that become necessary over time.

Gary Rosenbeck added that it was not necessarily the valves themselves that were of greatest concern, but the sections of pipeline on either side of the valves. If a failure occurs at some point in time, we now have the opportunity to cut a valve section out, replace it, and add manway access. Adding access is key to being able to learn more about how the system has aged by that time.

Motion made by De Pere, seconded by Howard to approve payment to August Winter and Sons, Inc. in the amount of \$42,000.00.

MOTION UNANIMOUSLY APPROVED

Project Update and Status Reports:

- 11.** Engineer's report

Rosenbeck reported on implementation of the Howard Booster Station by-pass. The Water Authority is now delivering most water to Howard without pumping. The members are continuing to monitor progress and are looking at balancing flows so that even less pumping can be used toward greater efficiency.

Rosenbeck reported on the results of the WDNR Sanitary Survey which is requiring additional chlorine monitoring to be added to the connection stations. This will include Allouez, De Pere, Lawrence, and possibly Howard. He also reported on the existing condition survey for the bridge replacement project in Denmark and on the mapping of potential transmission main connections to serve Pulaski. Farr added that Howard is having conversations with neighboring communities on future opportunities. Sparacio also reported on his recent communications with the Village of Pulaski.

Rosenbeck then reported on progress with the Finished Water Pump Station project with MPU. Plans are moving forward to modify the pump station programming logic and to obtain pricing for installation of a variable frequency drive. MPU staff will assist with the design elements as much as possible.

Rosenbeck alerted the Board to a sewer construction project that occurred in Manitowoc last week and left the Water Authority transmission main at potential risk for damage. Rob Michaelson at MPU first became aware of the situation and required support to be added to the exposed pipe. Delo asked if we can confirm whether the pipe was actually damaged. Rosenbeck responded that we are not able to confirm whether there was internal damage to the mortar liner, so the best option might be to obtain an extended warranty from the City of Manitowoc. Restoring proper support/fill and bedding under the pipe is the most critical at this point. Discussion continued on ensuring that the Water Authority has adequate inspection presence for projects like this. That is primarily MPU's responsibility, but McMahan will assist in this case.

Chris Sampson asked how we can assess whether the pipe has deflected at this point and whether we need to file a legal claim. Rosenbeck responded that the pre-construction conditions are no longer available to us, but we can look at other undisturbed sections of the pipe in other locations nearby if needed. There is no known damage on which a claim can be based at this time. The kind of damage we are anticipating may not become an issue for five to ten years. Rosenbeck will continue to follow up with MPU and the City.

12. Manager's Report

Sparacio provided a summary of items he worked on for the past month and his plans for the month ahead. He noted that the MPU General Manager and the MPU Commission Chair plan to attend the Water Authority's Board meeting in March. Sparacio also discussed the need for an update to the Water Authority's strategic plan and anticipates spending some time on this with the Board and Technical Committee in September or October this year. He will obtain a scope and cost proposal from David Yeghiaian who also assisted with the previous strategic planning efforts.

Old Business

13. None

New Business:

14. None

Next Meeting:

The next meeting is scheduled for March 25, 2020.

Adjourn:

Motion made to adjourn at 4:10 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nicolas Sparacio