

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 23, 2022 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video conference.

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

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

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 Allouez, seconded by De Pere to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. January 26, 2022 regular meeting
There were no revisions to the draft minutes.
Motion made by Lawrence, seconded by Allouez to approve the minutes of the regular Board meeting of January 26, 2022.
MOTION UNANIMOUSLY APPROVED

Member Appointments:

3. Board Director for the Village of Bellevue: Andrew Vissers
Burdette welcomed Vissers to the meeting and asked Sparacio what the typical Board procedure is relative to new appointments. Nic Sparacio responded that each Member has the discretion to appoint their Board Director as they determine, so the agenda item is to simply acknowledge that appointment by the Village of Bellevue. Burdette called for a motion to acknowledge the appointment.
Motion made by De Pere, seconded by Lawrence to acknowledge the appointment of Andrew Vissers as the Board Director for the Village of Bellevue.
MOTION UNANIMOUSLY APPROVED

Public Comment and Appearances:

4. None.

Administrative Actions & Reports:

5. Water Authority Purchasing Policy updates
Geoff Farr joined the meeting at this time. Sparacio explained the history of the Purchasing Policy that he discovered in the Water Authority's records. It appears that there was a past effort to update the policy, but it was never completed. The written report points out the areas that Sparacio would like to update as he picks up this effort once again. He continued explaining that he brought this to the Board's attention for awareness that the original policy still exists, and he plans to come back with a set of revisions for further discussion at a future meeting.

6. Financial report
Sparacio presented the January financial statements. He pointed out several items relative to the 2022 budget and the revised billing process under the 9th Amendment to the Member Water Purchase Contract. The 2021 financial audit fieldwork will take place on March 11.
Motion made by Allouez, seconded by Lawrence to approve the financial report.
MOTION UNANIMOUSLY APPROVED

7. Bill payment list
Sparacio confirmed that the Members received the bill payment list via email. He then presented the February bills. The bill payment list includes the credit card automatic payment, the list of checks for the normal monthly bills, and four checks related to the Member rebates under the annual true-up process. The monthly bills also include a refund to the Town of Lawrence to correct an overpayment on their excess capacity charges for the second half of 2021. Even with that overpayment, the Water Authority experienced a record high amount of excess capacity revenue based on the high pace of growth taking place in the Member communities. Larry Delo asked if we have reached the bottom of the water use curve. Discussion ensued on growth trends, water consumption, water and sewer rates, and community customer perceptions. Burdette called for a motion on the bill payment list.
Motion made by Lawrence, seconded by Howard 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 several efforts including the emergency back-up supply study, a water service proposal for the Village of Pulaski, evaluation of operation and maintenance costs for the transmission main, some proposed repairs to the corrosion protection system, and succession planning for engineering services. There were no questions on the engineer's report.

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 continue to work on the MOU with Green Bay Water, and we now anticipate having an approvable document at the March meeting. He shared the timeline for the upcoming Manitowoc Public Utilities (MPU) rate case and the plans for Water Authority review of the draft submittal. He also noted the next steps in the process with Denmark and Pulaski.

Sparacio reported on his response to a public records request from the Green Bay Press Gazette related to testing for PFAS. He reviewed the response that was provided and described the status of the legislation potentially creating regulatory limits for PFAS in drinking water. Based on testing results provided by MPU and based on the prevalence of PFAS as primarily a groundwater issue, the Water Authority has no reason to believe that there are significant levels of PFAS in our source water. Testing for PFAS will very likely occur again in the future as part of the EPA Unregulated Contaminant Monitoring Rule process.

The Board discussed the Press Gazette article, the status of water testing conducted by MPU, the possible timing for additional testing, and the various positions that have been taken on the proposed PFAS standards. Delo and Sampson discussed the potential value to the Water Authority of obtaining updated data on PFAS levels for our source water. There was a consensus that additional discussion is needed with MPU on this topic.

Old Business

11. Formation Agreement amendment adding the Village of Denmark

Sparacio explained that this item is included for the Board's information. No action is needed on this amendment to the Formation Agreement, as it was already authorized with the resolution approving the membership application for the Village of Denmark. He will ask the Board officers to execute this amendment at the appropriate time so that Denmark can first become a member and then become a contracting party.

New Business

12. None.

Next Meeting:

The next meeting is currently scheduled for March 23, 2022, however, some alternate dates will be proposed to accommodate schedules.

Adjourn:

Motion made and seconded to adjourn at 4:15 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Nicolas Sparacio