

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

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

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

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The Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:35 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 De Pere to approve the agenda.**  
**MOTION UNANIMOUSLY APPROVED**

**Approval of Minutes:**

2. February 7, 2023  
There were no revisions to the draft minutes.  
**Motion made by Ledgeview, seconded by Allouez to approve the February 7, 2023 minutes as presented.**  
**MOTION APPROVED UNANIMOUSLY**

**Appearances or Communications:**

3. None.

**Agenda Items:**

**4. Transmission system preventive maintenance plan updates**

Sparacio presented the updated preventive maintenance plan for the transmission main. MPU continues to implement the plan and update the document with changes and improvements. He highlighted the key updates including additions for hydrant maintenance, increased frequency for valve turning operations, and improvements to the monthly O&M checklists for each of the facilities. Rob Michaelson noted that the plan is to add nozzle rings to the hydrants to identify them as Water Authority facilities rather than repainting them sooner than necessary. Sparacio continued and noted items for future discussion and updates including the potential expansion of the cathodic protection system, changes related to the ongoing MPU rate case, review of inventory items, and options for pipeline condition assessment.

Discussion continued on pipeline conditions and being prepared with inventory materials for potential repairs. Sparacio then explained that this continues to be a “living document,” so no action is needed. He will continue to keep the Technical Committee informed and seek Member input on regular updates to the document.

**5. Project status updates**

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

Sparacio reported that the discussion is ongoing with NIS. Gary Rosenbeck added that detailed responses have been exchanged, and he hopes to have a recommendation for the Committee next month.

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

Sparacio reported that he has directed McMahon to complete the study based on optimal use of the Members’ emergency back-up wells and internal interconnections between the Members. Rosenbeck stated that he will be reaching out to some of the Members to ensure that he has the most current data on the emergency back-up wells.

**c. MPU revenue meter**

Sparacio reported that this discussion is ongoing and making good progress. He does expect to have a recommendation for the Technical Committee on this at an upcoming meeting. Thoresen asked if the direction is to return to the Finished Water Pump Station meter. Sparacio responded, yes, based on the successful meter calibration process that MPU has developed. The recommendation will detail how we plan to make that transition back to the FWPS meter.

**d. FWPS reservoir roof repairs**

Michaelson reported that there is no update on this item. MPU continues to ensure that the roof is watertight over the winter, and they have explored some options for adding a membrane.

e. **SPLASH Study implementation**

Sparacio reported he is uncertain as to the status of SPLASH implementation. Additional 2023 meeting dates have not been set at this time.

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

Erika Thronson reported that work has started with footings, foundation, and underfloor plumbing and electrical. Rosenbeck reported that materials for the connection to the Water Authority main are scheduled for delivery and the work is now anticipated for a late-March timeline. Sparacio then explained the related change order for an additional valve to be added to the connection. Action is not required at this time, as this is currently presented just for awareness. The Committee discussed the details related to addition of this 12-inch gate valve for redundancy purposes.

g. **Communication planning**

Sparacio reported on progress with the communication planning process. He reviewed draft content for addition to the Water Authority website in anticipation of receiving PFAS sampling results from the current EPA Unregulated Contaminant Monitoring Rule and the DNR water quality sampling requirements. The Committee members discussed their varying sampling schedules for the EPA and DNR requirements as well as the differing sensitivities of the various sampling methods required by DNR and EPA. This adds to the challenge of communicating the sampling results.

There was a consensus that the Members would like to be as consistent as possible, so further investigation of the sampling methods and sensitivities is needed. There was also a consensus that maintaining transparency is very important even though there is uncertainty around changing state and federal standards and the research needed on potential impacts to public health. Sparacio will investigate these questions and report back. Discussion continued on the labs that are being utilized for analysis, the sampling process, and the availability of sampling data online.

h. **Chlorine analyzer maintenance**

Sparacio explained that the preventive maintenance kits provided by the vendor for the 2-year membrane replacement for the pre-chlorination analyzers were not correct. He is collecting the kits to ship them back. There is also question about the necessity of the 2-year membrane replacement, so this is being further evaluated. Sparacio then provided the 6-month maintenance kits to install instead. John Deuchert reported that Allouez would like some additional assistance with the 1-year bare electrode maintenance kit. The Committee discussed this, and Eric Zygarlicke offered to have one of his staff meet with them to help with installation of the 1-year kit. Any others with a post-chlorination analyzer would be welcome to join.

i. **Service line material inventories**

Zygarlicke reported that De Pere is in the process of sending out communications to let the community know that the inventory is starting. GIS data were used to help narrow down the parts of the City that need onsite inspections. Sean Gehin asked if De Pere

could share these communications, and Thoresen agreed to share their letters with the group. Discussion continued on the available data sources for targeting neighborhoods with the greatest potential for concerns with service line materials.

**6. Water sales report through February 28, 2023**

Sparacio reported that water consumption was typical for the month of February. He then reviewed the water consumption spreadsheet to ensure that the Members are aware of the wealth of data and history that are provided every month.

**7. Member and Water Authority operations open discussion**

Kurt Minten reported that McMahon has been directed to start on the design for equipping the LE-2 connection station. They are hoping to bring the additional connection point online either by fall of this year or by spring of 2024 depending on which route they select to connect the water mains.

Sparacio noted that the WI-AWWA Technology and Security Seminar is tomorrow in Green Bay. He then reviewed the roles of Technical Committee Members and Alternates. He encouraged Alternates to attend any of the meetings and clarified that Alternates become the voting members only when they are present in place of the primary Member. Thoresen also encouraged the Members to have Alternates and to encourage them to attend the meetings. Their hands-on knowledge of their water systems is enriching to the discussion.

Zygarlicke asked for input on private water system maintenance. De Pere will be holding some public informational meetings on this topic. The Committee then discussed some wastewater challenges related to grease traps. Geoff Farr explained that Howard is starting a program to address this.

**Old Business:**

8. None

**Next Meeting:**

**Agenda Items for the Tuesday, April 11, 2023 Meeting**

Potential items for the February meeting include:

- Cell-to-cell survey results and next steps
- MPU revenue meter recommendations

**Adjourn:**

**Motion made by Lawrence, seconded by Allouez to adjourn at 3:15 p.m.**

**MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,  
Nicolas Sparacio