

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, March 22, 2023 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video conference.

Present: Allouez – Chris Sampson
Bellevue – Ben Krumenauer
De Pere – Larry Delo
Denmark – Susan Selner
Howard – Geoff Farr (video)
Ledgeview – Sarah Burdette

Excused: Lawrence

Also Present: Cole Buergi , Leonard & Finco
Gary Rosenbeck, McMahan (video)
Nic Sparacio, CBCWA General Manager

The meeting was called to order at 3:00 p.m. by President Sarah Burdette of Ledgeview.

Roll Call:

Roll Call was taken as recorded above. (Attendees present via video conference are noted above 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. February 22, 2023 regular meeting

There were no revisions to the draft minutes.

Motion made by De Pere, seconded by Denmark to approve the minutes of the regular Board meeting of February 22, 2023.

MOTION UNANIMOUSLY APPROVED

Member Appointments:

3. Technical Committee Alternate for the Village of Allouez: John Deuchert

Nic Sparacio stated that the Village of Allouez is forwarding its desired alternate member for the Technical Committee. Committee appointments require authorization by the Board.

Motion made by Allouez, seconded by Bellevue to approve the appointment of John Deuchert as the Technical Committee Alternate for the Village of Allouez.

MOTION UNANIMOUSLY APPROVED

Public Comment and Appearances:

4. None.

Administrative Actions & Reports:

5. Communication Planning

Cole Buergi reported on progress with the communication planning project. The social media page continues to do well, but we would like to see more growth in engagement. Reach has remained strong for our posts, but the pace of adding new followers has slowed since the initial wave. Buergi encouraged the Members to share the Water Authority's posts from their local platforms. He added that he will also be putting together a short piece that can be shared in local newsletters in the near future.

Sparacio reported on updates with water quality sampling and the new proposed requirements from the US Environmental Protection Agency (EPA) for per- and poly-fluoroalkyl substances (PFAS). PFAS sampling results have started to come in, and the results are very consistent with other Lake Michigan water supplies. There are several PFAS compounds being detected at very low concentrations, and those concentrations are well below the new limits proposed by EPA last week. These results will be published on the Water Authority's website as soon as possible.

Discussion continued on the differing analytical requirements between the Wisconsin Department of Natural Resources (WDNR) and the EPA. Sparacio further explained that the sampling results we will share on the Water Authority website come from the more sensitive analytical methods (EPA method 537.1 rev. 2) that are available. This is the WDNR required sampling being performed at the treatment plant in Manitowoc and is the same data that the Member water utilities will show in their respective Consumer Confidence Reports.

Buergi described the goals for clear communication and transparency on the topic of PFAS. The Board will be kept informed of the timing for publishing the website updates and the related communications.

6. Water Authority mission and vision

Sparacio introduced the need for development of mission and vision statements for the Water Authority as identified in the Communication Planning process kick-off meetings. The Board discussed the definitions of mission and vision statement and how mission and vision could be used in beneficial ways. Sparacio then reviewed the key themes identified in the Communication Planning process and the Water Authority's Strategic Plan. A questionnaire was provided for Board member input to be returned to Sparacio when completed.

7. Financial report

Sparacio presented the February financial statements noting that an updated capital improvement program is in the works. He will present this to the Technical Committee and Board in the near future.

Sparacio also reported that Johnson Bank reached out to address any concerns the Water Authority might have related to the banking instability reported in recent national news. Johnson Financial is well capitalized, and there are no concerns at this time.

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

MOTION UNANIMOUSLY APPROVED

Larry Delo asked for development of a report of expected capital costs over the long term at the asset category level. Sparacio responded that this is in the works with the preventive maintenance program and the asset management planning process. Delo clarified that his interest is in a tool for financial forecasting rather than operational decision making. Sparacio agrees with this need and will work toward providing such a tool.

8. Bill payment list

Sparacio presented the March bills noting that there are no changes to the list as provided in the meeting materials.

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

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

9. None at this time.

Project Update and Status Reports:

10. Engineer's report

Gary Rosenbeck reported that he has resumed work on the emergency back-up supply study. He will finalize that analysis based on sources of back-up supply internal to the Water Authority membership.

Ben Krumenauer asked whether it makes sense to remove a potential future Green Bay interconnection from Bellevue's capital improvement program. Sparacio responded that there has been no progress on that front. It could come back for discussion in the future, but there is no need to designate funds at this time. He added that the purpose of Rosenbeck's continued work on this topic is to analyze how the emergency back-up wells and existing interconnections can be leveraged to provide the best responses to various potential emergency scenarios. Chris Sampson asked whether this effort would preclude any members from pursuing interconnections with Green Bay on an individual basis. Rosenbeck responded that the Members that have economical and feasible alternatives can continue to pursue those as they have opportunity.

Rosenbeck continued with an update on the results of the cell-to-cell survey. Recent communications with NIS have been fruitful, and he will have a proposal in the near future for how to proceed with additional protection of the ductile iron pipes.

11. Manager's report

Sparacio reported on items he has worked on over the last month and areas he plans to work on in the month ahead. Susan Selner asked for details on the cyber security and cyber

incident response topic. The Board discussed the benefits of cyber incident insurance and options for cyber incident response and recovery and agreed that this is a topic of growing importance.

Sparacio then reported on his recent discussion with the Pulaski Village Board. He was able to verify that the Village Board has no further questions on the Water Authority's water service proposal. Pulaski also provided Sparacio with the requested engineering analysis but did not provide the requested financial analysis. He has reviewed the information provided with the goal of understanding how the Village's decision was made. Geoff Farr explained that the Village of Howard plans to continue pursuing its future growth plans.

Discussion continued on what lessons can be learned from the Pulaski competition and the importance of promoting correct data on the Water Authority's water system capabilities. Sparacio recommended that the Water Authority keep its focus on its ongoing communication planning process and establishing a positive brand identity.

Old Business

12. None.

New Business

13. None.

Next Meeting:

The next meeting is scheduled for April 26, 2023.

Adjourn:

Motion made and seconded to adjourn at 4:25 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nicolas Sparacio