

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
TECHNICAL COMMITTEE

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority – Technical Committee** was held on Tuesday, May 7, 2019 at the Bellevue Public Safety Building Conference Room – 3100 Eaton Road, Bellevue, Wisconsin

Members Present: Allouez – Sean Gehin, Mike Mahloch
Bellevue – Shawn Geiger
De Pere – Scott Thoresen
Howard – Geoff Farr
Lawrence – Kurt Minten
Ledgeview – Dave Strelcheck

Also Present: Nic Sparacio, Manager
Rob Michaelson – Manitowoc Public Utilities
Gary Rosenbeck – McMahan, Inc. (via telephone)
Carlos Covarrubias – ME Simpson

The May 7, 2019 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:35 p.m. by Manager Nic Sparacio.

Roll Call:

1. Attendance was recorded as shown above.
2. Elect an acting chair for this meeting
Sparacio explained that the current chair, Dave Betts, had to step down from serving on the Technical Committee. Shawn Geiger will serve as the Bellevue representative. There was a consensus that the Vice Chair, being present, should chair this meeting. Kurt Minten is now the Chair.

Approval of Agenda:

3. Approve Agenda
Motion made by De Pere, seconded by Ledgeview to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

4. There were no questions or comments on the April 9, 2019 minutes.
Motion made by Ledgeview, seconded by De Pere to approve the April 9, 2019 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances:

5. None

Communications:

6. None

Agenda Items:

7. Project status updates

- a. **Sensus AMI software updates**

Sparacio asked whether De Pere, Howard, Bellevue, or Allouez have scheduled the cut-over for the software update. He was informed by Sensus that they were targeting May 2nd for the cut-over. All responded that this has not yet happened.

Geoff Farr asked what the key differences are with the upgraded software. Sparacio responded that this upgrade does not change the billing software, but the source from which the billing software pulls data. This needs to be tested to make sure that everything is pulling correctly. Jeff Stelter at Core & Main was given contact information for each utility and should be visiting each of them to connect to the new data source and train the local staff on the differences.

- b. **Transmission system operation and maintenance**

Sparacio stated that planning for operation and maintenance has not started yet. It will continue to be a placeholder on the agenda to ensure that we come back to it and make progress in the future. He further explained that MPU did obtain an estimate for repairing the generator housing at the Howard Booster Station, and the cost is much more reasonable than the complete replacement. For \$4,800, hoods will be added to vents to prevent water entry, new doors will be fabricated, and rust removal, priming, and finishing will be completed.

- c. **Green Bay Water Utility Interconnect Study**

Sparacio updated the Committee on the Board-level discussion on this topic. The engineering analysis has found that an interconnection is feasible and would not result in additional near-term costs to upgrade Green Bay's water mains, as long as we limit ourselves to average day demand during emergency situations. However, the financial analysis is showing that borrowing for even a portion of the project costs to construct an interconnection would have a significant impact to the Water Authority's rate. The Board reviewed a financial model that added an \$8M bond issue to our current debt obligations, which created a \$0.25 per 1,000 gallons rate impact over 20 years.

Sparacio asked for Technical Committee direction on whether to proceed on the basis of the information that is now available. Farr asked for the timeline on our current debt obligations. Sparacio responded that the current schedule results in pay-off of existing debt by 2036, and the earliest opportunity to refinance would be 2024. Farr continued that it would be mutually beneficial to interconnect with Green Bay Water at some point in the future, but the rate impact would not make sense for the Village of Howard at this time. Minten concurred and suggested that this topic be revisited annually to make sure we do not lose sight of it.

Scott Thoresen stated that a downside to delaying an interconnection project is that De Pere and others will have to continue spending to maintain their wells as back-up water supply. He estimates this cost at \$40 to 50,000 per year. Dave Strelcheck concurred regarding wells in Ledgeview and ongoing costs.

Shawn Geiger stated that Bellevue will likely pursue an emergency interconnection with Green Bay at the local level. Their infrastructure is close by, and a small interconnection is more attainable at that scale. Sparacio stated that he will keep the conversation going with Green Bay Water for a potential future interconnection at the Water Authority level and toward near-term opportunities for both Bellevue and Allouez to interconnect at the local level.

Gary Rosenbeck stated that there are other costs that we have not discussed yet in any detail, like connection charges, stand-by/readiness to serve charges, and water purchase, that would also add to the financial analysis. But if it is not financially feasible at this time to handle the construction costs, then we should also wait to further investigate these additional costs.

Discussion continued that additional expertise would be needed to create the legal framework before answering these cost and fee questions. For example, “readiness to serve” needs to be specifically defined. The definitions could range from “provide what you are able” to a “guaranteed capacity.” Certain fees would be more appropriate if it this is more like a guaranteed capacity.

The overall consensus is appreciation for Green Bay’s willingness to talk with the Water Authority on this topic, a desire for this conversation to continue for the future, and recognition that it is not financially feasible in the near term to construct an emergency interconnection at this scale.

Sean Gehin asked whether Allouez would need the Water Authority’s approval to work with Green Bay on a local level emergency interconnection. Sparacio stated that approval is not needed, but he would be willing to help facilitate the conversation if that would be helpful. Sparacio will review the Water Purchase Contract to further clarify any requirements around adding sources of emergency water supply. Rosenbeck stated that a study had been completed to look at feasibility and cost for a local interconnection in Allouez.

d. Utility Cooperation and Collaboration Study

Sparacio updated the group on progress. Raftelis is nearly complete with the additional data gathering. The business case comparisons are starting to make more sense. The next round of meetings is targeted for late May (Steering Committee meeting) and early June (Stakeholder Workshop).

e. Emergency Response Plan tabletop exercise

Sparacio reviewed the Incident Command Structure from the Emergency Response Plan (ERP). He then asked what general expectations each of us have regarding the roles we will have for the tabletop exercise. The member communities are all invited and can represent both their local perspective and as representing the Water Authority. MPU will represent its perspective. DNR and County Emergency Management will both be present.

Scott Thoresen stated that his main expectation is that we have realistic scenarios to respond to. Others stated that they will be bringing their staff as a training and learning opportunity. Michaelson further clarified that his main expectations are to test the effectiveness of the Emergency Response Plan and to have a facilitated discussion. The event should lead to some good brainstorming and should stretch our abilities as to what we are prepared to respond to.

Minten explained that there is a Brown County Incident Management Team that can be requested to assist with emergency response. These teams have NIMS training, can help assemble an Incident Command Structure, and can help with all the required documentation and tracking.

f. CMF plant replacement project at MPU

Sparacio updated the Committee on this process. At the last Board meeting, he was directed to work with Attorney Kobza to file a request for party status and contested case hearing with the Public Service Commission of Wisconsin.

Farr asked for clarification on the potential valve vulnerability in the lake water supply lines. Would this also be addressed with the CMF plant project? Michaelson stated that the SMF plant is served by a single raw water supply line. A failure here would take down the SMF plant. Farr sees this as a valid reason to add some redundancy to the supply system. Rosenbeck asked if the two raw water supply lines interconnected? Michaelson stated that they are interconnected closer to the raw water pump stations, leaving the run of pipe to each plant as the points of vulnerability. Rosenbeck asked if the two supply lines could be interconnected between the treatment plants? Michaelson responded that this would be very difficult based on the locations of the strainers.

8. Mutual aid agreements and Wisconsin WARN

The Water Authority's ERP states that there are no existing mutual aid agreements between Authority members for water assistance. Sparacio stated that he has learned of several different models of mutual aid agreements that are being circulated, and one of the those was tied to the Wisconsin Water and Wastewater Agency Response Network (WIWARN). WI-AWWA has recently taken on leadership of the WARN for our state. This is a streamlined, state-wide mutual aid network that:

- Has a standard mutual aid agreement
- Does not require an emergency declaration to activate

- Does not require a response to emergencies – members can respond if they are able to respond
- Does not cost anything to join

It would also be beneficial in that it allows a longer reach in any event where the entire region is affected. In other words, if we have all been impacted by the same event, we won't be able to help each other. WIWARN allows us to easily request help from outside our area.

Thoresen explained where the process is at regarding the mutual aid agreement coming through the City of De Pere. This agreement is for any aspect of public works assistance, will be a local network, and is not just for emergencies. This agreement has been thoroughly reviewed and is nearly ready for adoption. Strelcheck stated that he would see the benefit of having both a local assistance network and a state-wide agreement for any bigger emergency that affects multiple communities. Those interested can find more information on the WI-AWWA website.

9. WI-AWWA Regulatory Affairs updates

Strelcheck attended this event in Madison and is providing a report on what was discussed. He recommends that other members take the opportunity to attend these in the future – it was worthwhile. He reviewed the topics covered by DNR, PSCW, and others. Some key highlights:

- There will be a push to start documenting on annual reports costs to comply with the Safe Drinking Water Act
- Importance of cyber security and vulnerability of utility systems, especially SCADA
- Risk and Resilience Assessments will be required in the years ahead
- Consumer Confidence Reports will be required twice a year
- Participation in Unregulated Contaminant Monitoring Rule will be required in the years ahead
- Drinking Water Infrastructure Needs Survey and Assessment will be coming again soon

Discussion continued on the status of lead and copper services in the area. Water Authority members have minimal lead services, but sampling requirements are changing and pushing the issue to interior plumbing and fixtures. Michaelson explained the challenges that Manitowoc is facing with lead services. Strelcheck explained the approach that he utilized in Kaukauna to deal with lead services.

10. Water sales report through April 30, 2019:

Sparacio stated that the April 2019 water sales report shows a continued increase in water use over last year. He encouraged members to start thinking about budgeted flows for 2020 as that discussion will begin in the next couple months. Mike Mahloch stated that Allouez was able identify and repair two significant leaks this spring.

Old Business:

11. None

New Business:

12. 2019 Technical Committee officers and meeting location

Minten stated that he is willing to move from Vice Chair to Chair for the remainder of the year. This would open up the Vice Chair seat and require an appointment there as well. Geiger stated that he would also be willing to serve as the Chair. This would allow Minten to continue as the Vice Chair for the rest of the year. The meetings will remain in Bellevue.

Motion made by Howard, seconded by Ledgeview to recommend to the Board that Shawn Geiger be appointed to serve as Technical Committee Chair for the remainder of 2019.

MOTION UNANIMOUSLY APPROVED

Next Meeting:

13. Agenda Items for the June 11, 2019 Meeting:

The following potential agenda items were identified.

- Finalize storage location for 48" valve procurement
- 2020 budgeted water consumption
- Need another Technical Committee member for Growth Management Task Force

Adjourn:

Motion made by De Pere, seconded by Ledgeview to adjourn at 2:50 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nic Sparacio, Manager