

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority** was held on Wednesday, May 24, 2017 at the DePere City Hall, 2nd Floor Riverview Conference Room, 335 South Broadway, DePere, WI

Present: Allouez-Berndt Bellevue-Gorall, De Pere-Delo, Howard-Farr
Lawrence-Treml, Ledgeview-Burdette
Also Present: Dave Vaclavik-Manager
Gary Rosenbeck – McMahon, Inc.

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

Roll Call:

Call the Roll for Attendance. Roll Call was taken as recorded above.

Approval of the Agenda:

Approve Agenda

Motion made by De Pere, seconded by Allouez to approve the agenda.

MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

Approve Minutes: April 26, 2017

Motion made by De Pere, seconded by Lawrence to approve the minutes of April 26, 2017. MOTION UNANIMOUSLY APPROVED

Public Comment: None

Appearances: None

Administrative Actions and Reports:

1. CBCWA Strategic Plan Update:

A review of the Strategic Plan Update was included in packet material.
Discussion focused on:

Goal #1

- **Task #1 – MPU Agreement** – The manager is working with the Attorney and preparing to meet with MPU. The hope is still to conclude discussions this year and resolve all remaining areas of ambiguity while implementing a PSC approvable and easily replicated rate structure.

- **Task #2 – Green Bay Water Emergency Connections** – At this time discussions with Green Bay have been marginally successful. Although there is interest in collaboration in a number of areas, the issue of interconnect and emergency service has proven to be difficult. Green Bay has expressed concerns with defining a benefit to their existing customers, in addition to

questioning the competitive advantage in targeting new wholesale customers. It is expected that the Authority will be asked to provide financial support for analysis of the Green Bay transmission system beyond what has been included in their current master planning effort. They would like to work toward a regional service plan and agreement. The Manager and President Burdette plan to attend the Green Bay Water Board Meeting on July 10th. After discussion, the Board expressed a continued desire to work with Green Bay Water. The Manager will attempt to set up a meeting prior to July 10 to include Board President Burdette and Green Bay Water's manager and Commission president. The Manager will prepare a discussion document in advance for board review.

- **Task #3 – Criteria and Process for New Members** – The Manager reported that the proposal to the Village of Suamico was well received and is serving as a basis for language changes which will be recommended for consideration. Attorney Kobza has run the security fund waiver provision for subsequent customers past bond counsel and determined that covenants will require the security fund to be fully funded, including provisions for any new members. The Manager believes that the Security Fund Provision may be able to be removed in the next refunding issue.

- **Task #4 – Identify Potential Future Members/Task #5 – Marketing Materials**

At this time marketing materials have not been developed, however, the Suamico proposal will serve as a guideline to work from. The Manager has also met with the Village of Denmark who have invested heavily in iron removal technology and are not currently interested. He has let them know that the Authority is pursuing a rate structure considerably more favorable than what is currently in place. He will also be requesting that McMahon prepare a regional map identifying both existing and potential public water systems that could be readily served by our system. The Manager has suggested that the Authority evaluate potential members on a cost benefit basis once it has been completed and that the Water Purchase and Sale Agreement be modified with respect to new member language.

2. **Financial Reports**

No Action Taken – Manager to review and report on unusual number of journal entries.

3. **Pay Authorizations: Vouchers**

Motion made by Lawrence, seconded by Bellevue to approve the Pay Authorizations: Vouchers. MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

1. **Final Pay Application #3 from NIS in the amount of \$44,053.04:**

Motion made by Howard, seconded by Bellevue to accept the recommendation of the Technical Committee to approve Final Pay Application #3 from NIS in the amount of \$44,053.44.

MOTION UNANIMOUSLY APPROVED

2. **Pay Application #2 to Mill Coatings, In. in the amount of \$57,000:**

Motion made by Lawrence, seconded by Allouez to accept the recommendation of the Technical Committee to approve Pay Application #1 to Mill Coatings, Inc. in the amount of \$57,000.

MOTION UNANIMOUSLY APPROVED

3. **Change Order #4 to NIS Contract reducing final contract amount by \$2,431.59 resulting in a final contract amount of \$62,859.41.**

Motion made by De Pere, seconded by Allouez to accept the recommendation of the Technical Committee to approve Change Order #4 to NIS Contract reducing final contract amount by \$2,431.59 resulting in a final contract amount of \$62,859.41.

MOTION UNANIMOUSLY APPROVED

Project Update and Status Reports:

1. **Engineer's Report:**

Mr. Rosenbeck highlighted activities during the last reporting including the following:

- **Operations Optimization** – A report has been submitted to the Technical Committee. Known projects have been included in the 2017 CIP. Design work is to begin at the Hobart Pump Station Bypass.
- **Master Plan** – This project is on hold until further discussion with Green Bay Water. President Burdette and the Manager have been invited to attend the Green Bay Water Board meeting in July to discuss further collaboration efforts related to system interconnect and emergency service.

2. **Manager's Report:**

The Manager highlighted the following from his written report dated 5/24/2017:

- **Citiworks Presentation** See above discussion under Strategic Plan Review and Update
- **Bond Payments** - Refunding bonds (interest only) and the Clean Water Loan Fund (interest and principal) were formally paid on May 1, 2017.
- **Amendment #7** – This amendment is being reviewed and approved by members. The Manger indicated he has received certified copies from DePere and Lawrence.

- **Amendment #8** – Work has begun on Amendment #8 that will make changes to requirements for new members and the rates they pay. The Manager plans to have a draft ready for the June Board meeting.
- **New Computers** – New computer equipment has arrived and is operational. The last step will be to finish the transfer from existing equipment.

Other activities highlighted in the Manager's Report during the last reporting period include CDM Smith Valve Replacement Protocol, Water Consumption, and Municipal Cooperation/Collaboration. He indicated that he will begin Part Two of the Asset Management Certification Program shortly with completion within the year.

Old Business: None

New Business: None

Closed Session: Not called to Order

Next Meeting:

Suggested Agenda Items for net meeting on June 28, 2017.

Adjourn:

Motion made by De Pere, seconded by Lawrence to adjourn at 3:31 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription