

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, June 6, 2023 at the City of De Pere Municipal Services Center, 925 S. Sixth Street, De Pere WI, and via video conference.

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

Also Present: Gary Rosenbeck, McMahan Assoc.
Tony Kappell, McMahan Assoc. (video)
Rob Michaelson, MPU
Nic Sparacio, CBCWA General Manager

The Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 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 Ledgeview, seconded by Lawrence to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. April 11, 2023
There were no revisions to the draft minutes.
Motion made by Ledgeview, seconded by Lawrence to approve the April 11, 2023 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances or Communications:

3. None.

Agenda Items:

4. Project status updates

a. Ductile iron pipe survey and protection

Gary Rosenbeck reported on progress with developing the work scope for a request for proposals (RFP) on pipeline protection system survey and design. Ongoing communication with several potential consultants continues with the goal of clarifying the approach that will be outlined in the RFP. He is finding that approaches to ductile iron pipeline protection vary widely, and most of the expertise is in the gas and oil industries. He is also finding that the presence of the polyethylene bag around the pipe is a complicating factor for cathodic protection approaches.

Discussion continued on the challenges with making progress on cathodic protection efforts over the years. Rosenbeck explained that most of the past efforts were centered around improving and adding to the test stations that were originally installed. The effort to understand and respond to potential ductile iron corrosion issues has been underway for the last year. He further explained, given the variety of approaches in the industry, that he wants to ensure the RFP will produce the results that the Water Authority truly needs. Thoresen asked whether this project will begin this year or next. Rosenbeck responded that it will likely be a 2024 effort, but he plans to get through the consultant selection process yet this year. Geoff Farr joined the meeting at this time.

b. Emergency back-up supply study

Nic Sparacio reported that he has reviewed a working draft of the study document provided by Rosenbeck. Rosenbeck then explained the status of well data that he has received from the Members. The Committee discussed the need for extended pump tests to determine actual available flows during emergency use. Although groundwater levels have come back up, pump motors need to be tested under load to ensure they are still sound. Rosenbeck concluded that the Members should be reporting the well capacity figures that they would each be comfortable with as safe and reliable in an emergency situation.

c. MPU revenue meter

Sparacio reported that the discussion on transitioning back to the Finished Water Pump Station meter at MPU continues. He has provided a draft memorandum of understanding to MPU and is awaiting feedback.

d. FWPS reservoir roof repairs

Michaelson reported that there is no update on this item. MPU continues to ensure that any cracks that show up are sealed, and the ultimate goal remains to put a membrane over the reservoir roof.

e. Village of Denmark water supply connection

Sparacio pointed out the connection station easement and the proposed contract amendment included in the meeting materials for Technical Committee awareness. The

easement is consistent with the other connection station easements that are already in place. Denmark is establishing a joint use building similar to the Allouez connection station. The contract amendment is necessary to reflect the unique design features of the Denmark connection station. Progress on the connection station building is going well. Erika Thronson reported that the electrical contractor is expecting the generator to be delivered in January of 2024, so it appears startup will take place in February. It is important to Denmark that emergency back-up power is in place prior to startup of the new connection and pumping station.

f. Communication planning

Sparacio reported on implementation of the Water Authority communication plan. He explained the status of PFAS sampling data that are now available on the Wisconsin Department of Natural Resources (WDNR) website. Next steps in the communication planning process include developing a media story on the Water Authority's commitment to providing safe drinking water, continuing to provide regular social media posts, and developing a presentation that can be shared with the Member's local elected officials.

g. County Highway R culvert lining

Sparacio reported that this project in Manitowoc County was completed in May, and it went very well. The Committee discussed the advantages, applications, and costs for cured-in-place pipe liners.

5. Discuss reservoir levels for Central Storage during peak demand

Sparacio explained that MPU had requested this agenda item due to high water demand at the end of May. There is a need to understand the Members' desires for balancing available storage with pumping costs during peak electrical rate hours. The past guidance was for MPU to maintain the ground storage reservoir at no less than 50% full. Michaelson explained that off-peak electrical rate hours change from 9:00 p.m. to 6:00 p.m. as of June 1, so this was an unusual challenge to see such high usage within the month of May. Starting additional pumps during the daytime hours incurs an electrical demand charge, and MPU has tried to avoid those costs on behalf of the Water Authority.

The Committee discussed the topic and reached consensus on several points.

- The general guidance remains the same – MPU should work to maintain storage at 50%, or 25 feet, in the ground storage reservoir.
- There is some flexibility for special circumstances where potential demand charges can be reasonably avoided. Storage can drop as low as 20 feet if there will soon be an opportunity (i.e., within a day or two) to refill the tank.
- If the opportunity to refill to at least 25 feet is not coming soon, then it is reasonable to start additional pumps and incur a demand charge.
- It is reasonable for MPU to continue balancing plant flows so that Manitowoc is also able to refill storage when needed.
- The way MPU handled the high demand at the end of May met the Water Authority's expectations.

Thoresen asked how a \$3,000 electrical demand charge fits within the overall budget for utility costs. Michaelson responded that typical electrical costs for the year are \$380,000, so one demand charge represents less than one percent.

6. Water Authority mission, vision, and values

Sparacio shared the Water Authority's newly adopted mission, vision, and value statements. The need for these statements was a gap identified in the communication planning process, so he worked with the Board over their last two meetings to fill that gap. He then reviewed the definitions and content of the mission, vision, and core values, pointing out that the Board's desire was to have very concise statements. As a result, the mission and vision statements consolidate some of the similar important ideas into single words, and the core values statement calls out some of the other key words that are not explicitly stated in the mission or vision. The Committee discussed the importance of communicating the commitment to providing safe drinking water and the importance of available capacity to support growth. Sparacio then explained how the mission, vision, and value statements will be used in strategic planning and decision making.

7. Water sales report through May 31, 2023

Sparacio reported that water consumption was a little lower than typical for the month of April but reached a record high for the month of May. Water use overall is about 4% above this same time last year. Thoresen asked when Denmark is likely to begin using water and whether this impacts the budget. Sparacio responded that Denmark is expected to begin receiving water early in 2024. The impact to 2023 budget will be minimal as a very conservative estimate for water consumption was used for this year. Sean Gehin left the meeting at this time.

8. Member and Water Authority operations – open discussion

The Committee discussed private water system maintenance. One of the key provisions is to require that private systems either have a certified operator or work with the municipality to operate the system with certified operators. Geoff Farr explained some of the approaches used in Howard to ensure that hydrants are operated safely, that maintenance costs are recovered, and that assets are mapped in the GIS. Kurt Minten reported that Lawrence is transitioning to use a similar system as Howard. They are doing this with existing staff. Thoresen also reported that De Pere is preparing to implement the same ordinance that Howard has developed.

Minten then reported on a valve issue that Lawrence is currently addressing. He suspects a leaking diaphragm on a flow control valve. The Committee discussed other potential causes. Minten also noted that the equipping of the LE-2 connection station may now be delayed until 2024.

Mike Mahloch and Teal Spellman reported on the zero-pressure incident that occurred on May 15 in Bellevue zone 3. Mahloch presented the timeline of events and the contributing factors that led to about 15 minutes of zero pressure in a portion of the local water system.

Bellevue staff proceeded under an abundance of caution, informed WDNR of the incident, and issued a boil water advisory. They were able to end the advisory after a safe confirmation sample, and WDNR concurred that the likelihood of contamination was very low in these circumstances. Chlorine levels never dropped below acceptable levels, and there was no indication of the presence of contaminants.

The Committee discussed lessons learned including communication challenges and potential valve communication modifications that could help prevent this sort of incident in the future. Sparacio recommended that a future tabletop exercise for emergency response planning include communication scenarios.

Old Business:

9. Updates to 2023 capital program

Sparacio updated the Committee on audited financials as they pertain to the proposed amendments to the 2023 Capital Improvement Program. For the proposed changes initially presented back in March, the availability of unrestricted cash as the funding source has been confirmed by the audit. The Committee discussed the timing of the ductile iron pipe protection project noting that Rosenbeck expects that it will not begin until 2024.

Motion made by Lawrence, seconded by De Pere to recommend to the Board adoption of the revised 2023 Capital Improvement Program, except that the pipeline protection project is moved to 2024.

MOTION UNANIMOUSLY APPROVED

Next Meeting:

Agenda Items for the Tuesday, July 11, 2023 Meeting

Potential items for the July meeting include:

- Flow projections for 2024 budget process
- Change orders for Denmark connection station project

Adjourn:

Motion made by Lawrence, seconded by Bellevue to adjourn at 3:50 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nicolas Sparacio