

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 9, 2020 at the Town of Ledgeview Public Works Shop, 1915 Scray Hill Road, De Pere, WI, and via video conference. Note that in light of public health concerns regarding COVID-19, this was a telephone/video conference meeting for Committee members. Members of the public were offered the opportunity to either hear the meeting broadcast live at the location noted above or to contact the Water Authority to obtain telephone access to the meeting.

Members Present: Allouez – Sean Gehin (via video conference), Mike Mahloch (via video conference)
Bellevue – Shawn Geiger (via video conference)
De Pere – Scott Thoresen (via video conference), Eric Zygarlicke (via video conference)
Howard – Geoff Farr (via video conference)
Lawrence – Kurt Minten (via video conference), Tyler Mueller (via video conference)
Ledgeview – Andy Tenor

Also Present: Rob Michaelson – Manitowoc Public Utilities (via video conference)
Gary Rosenbeck – McMahan, Inc. (via video conference)
Nic Sparacio, CBCWA General Manager

The June 9, 2020 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 p.m. by Chairman Kurt Minten of Lawrence.

Roll Call:

1. Attendance was recorded as shown above.

Approval of Agenda:

2. Approve Agenda
Motion made by Ledgeview, seconded by Bellevue to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

3. There were no questions or comments on the May 12, 2020 minutes.
Motion made by Bellevue, seconded by Allouez to approve the May 12, 2020 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances:

4. None

Communications:

5. None

Agenda Items:

6. Proposal from NIS for Additional Groundbed and Test Station Installations
General Manager Sparacio introduced the proposal from NIS. As part of the last corrosion protection system survey, it was identified that the Pressure Reducing Station vault and the Howard Booster Station pump cans do not have corrosion protection in place. There were also seven areas identified where additional test stations would assist with locating. Sparacio noted the proposal cost and that some additional funds will be needed for the related electrical work. Shawn Geiger asked whether this work is included in the 2020 budget. Sparacio responded that some adjustments are needed within the Capital Improvement Program (CIP), but there is adequate funding to cover this necessary project. The CIP adjustments will be discussed in item 8 on the agenda.

Motion made by Bellevue, seconded by Ledgeview to recommend to the Board approval of the proposal from NIS for Additional Groundbed and Test Station Installations.

MOTION UNANIMOUSLY APPROVED.

7. Project status updates

- a. **Shoreline erosion in Manitowoc**

Sparacio reported on the status of the Technical Assistance Request that was submitted to the US Army Corp of Engineers (USACE). Their team has been reviewing the McMahon pipeline assessment report and has been asked to provide some guidance on how our near-term shoreline stabilization approach can be well positioned as a true phase 1, so that it can be easily added onto with a phase 2 project. The response from USACE is expected by the end of the week.

Gary Rosenbeck reported that he was on site in Manitowoc today to meet with potential contractors. He has determined, based on the rate of erosion that is taking place, that he will revise the pipeline assessment report to recommend a more aggressive treatment for Section B. More significant erosion than expected is taking place with the recent storms, so the plan will be revised to recommend that about 200 feet of Section B should be stabilized to the same extent as Section A. Sparacio indicated that there may be a need for a special meeting of the Technical Committee if we need to act more quickly on finalizing a design and authorizing construction. Rosenbeck added that in the worst areas, the contractor may need to get in and do some immediate stabilization after the storm that is expected tonight.

Discussion continued on the schedule for doing the shoreline stabilization work. The anticipated timeline will result in contractor work taking place in August and September. Rosenbeck clarified that he will approach several contractors for quotes, but if they are not available on this schedule, this will disqualify them immediately. Sparacio added

that this project will not be formally bid due to the emergency nature and timeline. He has asked McMahan to get multiple quotes if possible. Scott Thoresen asked that local contractors and suppliers of stone are contacted by McMahan for quotes. Rosenbeck responded that he will contact local contractors, but he anticipates limited supply of stone to be a challenge.

b. Chlorine system solenoids and analyzers

Sparacio reported that McMahan submitted the DNR approval for this project, and he is working on the purchase order for the analyzers. The lead time for the analyzers is four to six weeks. Rosenbeck added that McMahan will have the request for contractor quotes ready the week of June 15 with responses due two weeks after that. The quotes will then be presented to the Technical Committee at its July 7 meeting. McMahan will also be coordinating with Allouez, De Pere, and Lawrence to finalize piping details.

c. Modified system pressure

Sparacio stated that this item will remain on the agenda as a placeholder in case any future issues come up. There are no new issues or concerns. Rob Michaelson reported that additional flow is being delivered to Howard by making some adjustments at the Pressure Reducing Station. This is allowing MPU to keep the Howard tower filled to a higher level while still using the booster bypass as much as possible.

d. Manitowoc pump station optimization

Sparacio explained where the discussion left off at the last meeting. We were waiting to respond to the variable frequency drive (VFD) design proposal from Jacobs until MPU obtained pricing details from a VFD supplier. Michaelson reported that he does not have a price on a VFD at this time. However, the initial meeting was held with Preferred Controls to get started on the controls modification project.

e. SPLASH Study implementation

Sparacio stated that there is nothing new to report on the SPLASH Study at this time.

f. Bayshore Development in Manitowoc

Sparacio updated the Committee on the easement related to the vacation of Johnston Drive. The easement has been modified to address the issues raised at the last meeting. He has also contacted the City of Manitowoc to request their assistance in ensuring that the Water Authority will receive notice of the site plans for parking and landscaping. McMahan continues to work on the utility construction specifications for future use.

8. 2020 and 2021 capital improvements and operational projects

Sparacio reviewed the adopted 2020 CIP, then presented a proposal for adjusted 2020 capital projects and an initial draft of the 2021 CIP. This is in preparation for the 2021 budget process and to support decisions on which 2020 projects can still be funded this year. He also explained which 2020 projects would be delayed, the 2019 carry-forward items, and the funding sources for all unbudgeted items.

Rosenbeck asked for clarification on the status of the HVAC needs at the Finished Water Pump Station (FWPS). He asked whether there are any immediate repair needs. Michaelson responded that there are some repairs that are underway as maintenance items. MPU wants to look at how the heat loading changes in the future with any equipment modifications, but there is no current need to do major HVAC replacements.

Sparacio explained his plans to request Board approval for these modifications to the 2020 CIP, so he wants to ensure the Technical Committee understands these needs. He asked for any questions or concerns. Andy Tenor asked what the anticipated timing is for installing VFDs at the FWPS. Sparacio responded that this project could proceed next year if it is approved in the 2021 CIP. Thoresen asked what the source of funds is for the short-term financing related to 2020 chlorine monitoring modifications. Sparacio responded that these funds are available in the 2020 CIP by delaying other projects. These funds would then come back into the CIP in 2021 after the applicable members are billed for those expenses.

Discussion continued on whether additional funds would be needed for shoreline stabilization in 2021 and whether this should be included in the CIP. Sparacio explained that he does expect to see shoreline stabilization as an expense in the 2021 budget, but it is currently being addressed as an operational item. The project will not create any depreciable assets, so it does not meet the definition of capital in that sense. Thoresen stated that De Pere includes all construction projects in the City's CIP, so that is likely another possible option for this expense. Sparacio will bring the CIP back again at a future meeting once we get into the 2021 budget process.

9. Water sales report through May 31, 2020

Sparacio reported that May 2020 water consumption was about 8% lower than May of 2019, so we are now 4.25% percent behind this time last year. He also noted, however, that the meters were read on May 29th. When that last two days of May are added, this improves the trends quite a bit. The peak water use day in May occurred on the 30th. It does appear that water consumption is picking back up.

Shawn Gieger asked whether MPU ever installed the coagulant feed as planned. Michaelson responded that the project was completed in April of 2019. MPU has been monitoring for any carry over into the water system, and there is little to none.

Old Business:

10. WI-WARN status and progress

Sparacio asked for the status of adopting WI-WARN resolutions since we first talked about this topic a year ago. The Committee Members reported that none have adopted the WI-WARN resolution. Instead, all Members have adopted an intermunicipal agreement for the sharing of public works equipment and services. This agreement has been adopted by nearly every community in Brown County, which creates somewhat of a regional network for requesting mutual aid. There may still be some consideration for WI-WARN, but it is a lower priority at this point. The CBCWA Emergency Response Plan should be updated to reflect that these intermunicipal agreements are now in place.

Next Meeting:

11. Agenda Items for the Tuesday, July 7, 2020 Meeting

No future items were identified in addition to those already discussed earlier in the meeting. Minten reported that the Town of Lawrence can host the next Technical Committee meeting. They will have video conference equipment in place that allows for in-person attendance along with remote attendance to accommodate all needs. Thoresen noted that De Pere is continuing to require all staff not to meet in person until they reach future phases of their public health plan.

Adjourn:

Motion made by Ledgeview, seconded by De Pere to adjourn at 2:35 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nic Sparacio, General Manager