

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, June 13 2017 at the Municipal Service Building Conference Room – 925 6th Street, DePere, WI

Present: Allouez-Berndt, Bellevue-Geiger, DePere-Thoresen,
Howard-Farr, Lawrence-Minton
Excused: Ledgeview-Pansier
Also Present: Dave Vaclavik-Manager
Gary Rosenbeck – McMahan, Inc.

The June 13, 2017 Central Brown County Water Authority-Technical Committee was called to order at 1:30 p.m. by Chairman Scott Thoresen.

Roll Call

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

Approval of the Agenda

Motion made by Allouez, seconded by Lawrence to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes

May 9, 2017

Motion made by Lawrence, seconded by Howard to approve the minutes.
MOTION UNANIMOUSLY APPROVED

Appearances - None

Communications – None

Agenda Items:

1. **Approval of Partial Payment to Mill Coatings in the amount of \$38,000.00:**

The Manager indicated that retainage in the amount of \$8,044.10 is being held until additional work/punch list items are complete.

Motion made by Howard, seconded by Lawrence to approve Partial Payment to Mill Coatings in the amount of \$38,000.00.
MOTION UNANIMOUSLY APPROVED

2. **CBCWA Master Plan/Emergency Connections:**

Manager Vaclavik indicated that he and President Burdette met with Green Bay Water Commission President Jim Blumreich and General Manager Nancy Quirk at in the last week to talk about the issue of emergency connections and general collaboration. Previous discussions have been marginally successful and although there is interest in collaboration, the issue has been difficult. Green Bay has concerns with defining a benefit to their existing customers, in addition to questions regarding 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 to evaluate the impact of potential interconnection. The meeting went well and there will be a follow up presentation to the Green Bay Water Commission in July.

At this time, Vaclavik indicated he has become aware of a new grant program for communities with regard to collaboration and other water issues which he will be investigating.

3. **Update on Finished Water Pump Station Meter:**

Vaclavik reported that the finished water pump station meter is still inaccurate and in the lower range of operation and that Mr. Michaelson of MPU has indicated that it may take a month or so to resolve.

4. **Water Sales Report through May**

a. **True-Up Charge Calculation Process**

Although water sales are above last year by 1%, they are still under budget calculation. The Manager explained that the CBCWA is different from other utilities in that they set a budget every year which is passed by the Board by year end. It includes a projection of water sales based on projections from member communities, debt service costs, capital projects, and other fixed and miscellaneous costs. These projections are used to calculate monthly invoices to members. At year end, actual flow numbers are determined, along with a percentage of total use and true-up charges are developed to equalize unit rates to all members. Current projections for 2017 show that the Authority will most likely owe Manitowoc Public Utility approximately \$80,000. The current O&M rate \$1.15, and the fixed rate \$3.74.

Further financial data was provided to Board members and explained by the Manager with the following requests:

- Mr. Thoresen (DePere) - Requested rate information related to previous years including budgeted rates and the rate after true-up.

- Mr. Berndt (Allouez)- Requested further information regarding rate stabilization, noting that when discussing true-up, it is the goal that everyone pays the same.
- Mr. Farr (Howard) – Requested that calculations for actual rate vs. amended rate for each year be included
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5. **Work Order Data Collection:**

When reviewing information related to work order data collection, the Manager stated he found there is really no official work order system. He stated it would be useful to review similar data from all members in order to build a base, determine best management practices and evaluate alternative approaches to providing services. The Manager will consolidate information for further discussion.

6. **Asset Management/Cityworks Discussion:**

The Manager stated he has discussed Cityworks with the City of Appleton who indicated they recently purchased an accounting-focused system, different from what Cityworks has to offer. As Green Bay has expressed a renewed interest, the Manager will set up a meeting sometime after July 10th.

7. **Project Updates:**

a. **Variable speed Drive and HVAC Modification Evaluation:**

There has been discussion with MPU regarding a payment plan. The Manager stated he will be drafting following-up with a letter within the next couple of weeks.

b. **Facilities Management Project:**

There was discussion by the committee regarding a control system update.

c. **Hobart Bypass (preliminary design)**

At the time of the May 9, 2017 meeting, it was reported that due to a discrepancy in meter testing and readings, a certified report has been requested along with an additional proposal.

d. **Green Bay Water Discussion Status**

(Refer to Agenda Item #2 above)

Old Business

Mr. Minton reported that painting was done yesterday, 6-12-17, at LA1. He was notified later in the day that the SCADA system was down which he was eventually able to back up.

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Mr. Minton also stated Lawrence has experienced issues with pressures and flows, along with keeping the chlorine count accurate. He noted there could be problems with fire flow pressure if there is a high demand for water. He also informed the committee of plans to cross Hwy 41 related to DNR wetlands with a water main south to Lawrence Drive.

Mr. Rosenbeck provided information related to pressures and water levels.

Mr. Thoresen questioned the Manager regarding the budget process, who agreed to provide rate calculations as soon as possible to the committee.

Next Meeting

1. Agenda Items for the July 11, 2017 Meeting

Adjourn:

Motion made by Howard, seconded by Allouez to adjourn at 2:55 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription