

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to §19.84 Wis. Stats, a regular meeting of the Central Brown County Water Authority **Board of Directors** was held on Wednesday, June 22, 2022 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video/teleconference.

Present: Allouez – Christopher Sampson
Bellevue – Andrew Vissers (video)
Denmark – Susan Selner
De Pere – Scott Thoresen (video)
Howard – Geoff Farr
Lawrence – Patrick Wetzel (phone)
Ledgeview – Sarah Burdette

Also Present: Lawrie Kobza, Boardman-Clark (video)
Jared Walker-Smith, Boardman-Clark (video)
Nic Sparacio, CBCWA General Manager

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

Roll Call:

Roll Call was taken as recorded above. (Attendees present via video conference are noted with “video,” and attendees present via teleconference are noted with “phone.”)

Approval of Agenda:

1. Approve agenda

Motion made by Allouez, seconded by Denmark to approve the agenda.

MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. May 25, 2022 regular meeting

There were no revisions to the draft minutes.

Motion made by De Pere, seconded by Lawrence to approve the minutes of the regular Board meeting of May 25, 2022.

MOTION UNANIMOUSLY APPROVED

Burdette stated that Attorney Kobza is present to assist with agenda item 11 and requested the Board’s consent to move directly to that item. There were no objections to this change in the order of business, so agenda item 11 was taken up next.

Old Business

11. Update on negotiations with Manitowoc Public Utilities

Burdette read the closed session notice: The Board may go into closed session to discuss pending contract negotiations with Manitowoc Public Utilities pursuant to Wisconsin State

Statute 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Board will then reconvene back into open session.

**Motion made by Howard, seconded by Bellevue to go into closed session.
ROLL CALL VOTE WAS TAKEN: All ayes.**

**Motion made by De Pere, seconded by Lawrence to return to open session.
ROLL CALL VOTE WAS TAKEN: All ayes.**

Sparacio reported that a motion would be appropriate on the proposed terms of a Memorandum of Understanding to document the agreement between the Water Authority and Manitowoc Public Utilities (MPU) regarding its upcoming water rate case with the Public Service Commission.

**Motion made by Ledgeview, seconded by Howard to authorize execution of a rate case Memorandum of Understanding with MPU under the terms presented.
MOTION UNANIMOUSLY APPROVED**

The Board thanked the legal team and staff for their work on this cooperative effort. Lawrie Kobza and Jared Walker-Smith left the meeting at this time, and the Board returned to the regular order of business.

Public Comment and Appearances:

3. None.

Administrative Actions & Reports:

4. Report on Strategic Plan implementation
Sparacio provided an overview of progress toward implementation of the Water Authority's 2021-2023 Strategic Plan initiatives. He noted which strategies and tasks are on track per the timing milestones set by the plan, and which ones will need some timing adjustments or reevaluation. Upon discussion, there was a consensus that consistent effort is being made on strategic initiatives.
5. Report on 2022 water consumption
Sparacio provided a report of water consumption to date as we approach the start of the annual budget process at mid-year. Water use continues to be stable at about 4% higher than this same time last year. He pointed out the estimates for year-end take-or-pay charges and year-end member true-up invoices and rebates, but also noted that these could change significantly by year end.
6. Financial report
Sparacio presented the May financial statements. He noted that the investment portfolio recovered some of its value in May. Additionally, some expense areas are approaching or

exceeding budget at this point, but none of the primary budget categories are at risk of being exceeded. Sparacio will continue to monitor this.

Motion made by Bellevue, seconded by Allouez to approve the financial report.

MOTION UNANIMOUSLY APPROVED

7. Bill payment list

Sparacio confirmed that there are no changes to the bill payment list as provided in the meeting materials. He gave background on some of the key expenses for the month.

Motion made by Howard, seconded by De Pere to approve the bill payment list.

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

- 8.** None at this time.

Project Update and Status Reports:

9. Engineer's report

No engineer's report at this time.

10. Manager's report

Sparacio reported on the status of capital projects including 2020 and 2021 projects that have been carried forward and the current 2022 capital program. We await invoices from MPU on the various elements of the Finished Water Pump Station Optimization projects.

The cell-to-cell pipe survey is currently underway, and the door replacement project is nearly complete. He then reported on the status of discussions with the Green Bay Water Utility related to the emergency interconnection study. The competitive water service proposal process that we are both engaged in has complicated any cooperative efforts at this time. The Board discussed the challenges of this competitive proposal process.

Sparacio and the Board will continue to work toward maintaining and improving the positive working relationship with the Green Bay Water Utility.

New Business

- 12.** None.

Next Meeting:

The next meeting is currently scheduled for July 27, 2022.

Adjourn:

Motion made and seconded to adjourn at 5:05 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Nicolas Sparacio