

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, September 8, 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)
Bellevue – Shawn Geiger (via video conference)
De Pere – Eric Zygarlicke (via video conference)
Howard – Geoff Farr (via video conference)
Lawrence – Kurt Minten (via video conference)
Ledgeview – Andy Tenor, Greg Potts

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

The September 8, 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 Howard, seconded by De Pere to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

3. August 4, 2020
There were no revisions to the draft minutes.
Motion made by Ledgeview, seconded by Allouez to approve the August 4, 2020 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances:

4. Craig Wolf of Hydrocorp

Minten introduced Craig Wolf. Wolf stated that he would like to have open discussion on the direction that the Water Authority members see their cross-connection control programs heading. Eric Zygarlicke responded that the City of De Pere is looking at taking an approach similar to the Village of Howard where businesses take direct responsibility to hire a qualified inspector to verify cross-connection control compliance for commercial properties. For residential, De Pere is looking at bringing those inspections in-house with the 20-year cycle meter change-outs.

General Manger Sparacio then described how the impetus to evaluate cross-connection control programs came out of the regional water utility collaboration study, or the SPLASH Study. Cross-connection control programs was only one of several areas identified where utilities could work together to improve service and potentially reduce costs. Other areas included joint training opportunities, joint bidding for projects, and equipment sharing. Several alternatives were then considered for improvement of cross-connection control programs, and this alternative of privatizing the commercial inspections rose to the top as a preferred approach by most utilities.

Discussion continued on how cross-connection control inspections are currently funded and whether the Wisconsin Public Service Commission will need to approve of these changes to the inspection process. Wolf then asked whether the members would consider maintaining contracts with Hydrocorp to do the commercial inspections, but to directly bill the utilities on a monthly basis for actual inspections performed. These inspections would be done at a consistent price, and then the utilities would bill each business to recover the inspection fee. Sparacio noted that the Technical Committee had also discussed this same proposal from Hydrocorp at a meeting earlier this year.

Potential concerns with the privatized inspection approach were further discussed, including conflict of interest and water rate impact. There could be a conflict of interest if the same plumber that installed plumbing is then inspecting their own work. The quality of the inspections could suffer as a result. However, another option would be for individual businesses to contact Hydrocorp directly for the inspection service. If cross-connection control inspections are currently funded through water rates, and the cost responsibility is shifted to the businesses, it is unknown whether water rates would then need to be revised.

Sparacio asked for any update on the development of Hydrocorp's tracking software. Wolf explained that completion of the Hydrosoft software is about a month away, and if any members are interested in seeing a presentation, they should contact him directly. Discussion continued on potential for staying involved with Hydrocorp on cross-connection control programs. Minten thanked Wolf for attending. Wolf then left the meeting at this time.

Communications:

5. None

Agenda Items:

6. Operation and maintenance updates

Sparacio presented updates on the tank inspections and valve maintenance at Central Storage and an equipment replacement at the Master Meter Station. The pricing for the tank inspections was very favorable thanks to the coordinated effort led by De Pere. The inspection results were positive and were filed with the Wisconsin Department of Natural Resources in August. The equipment replacement at the Master Meter Station is related to the chlorine cylinder scale and display. Sparacio confirmed whether there were any opportunities to work collaboratively on these upcoming maintenance and replacements. There are no other similar needs or issues within the Member utilities at this time.

Rob Michaelson added that MPU will be scheduling later in September the pressure test for the transmission main west of Central Storage. He will communicate with everyone on the timing details.

7. Project status updates

a. Shoreline erosion in Manitowoc – review of contractor quotes

Sparacio reported that follow-up by McMahon on the contractor proposals is still underway, so there is nothing new to review or act on. Gary Rosenbeck reported that he will have two sets of proposals by the end of the week that hopefully fit more closely with our budgeted project cost.

Sparacio then stated that the goal remains to have the work completed in September and October if possible, for stability and protection of the pipeline. The process remains the same as discussed last month: if the contract award recommendation becomes available later this week, that recommendation will be forwarded to the Technical Committee via email, and the Board will then consider the award in a regular or special meeting. A special meeting of the Technical Committee can also be called if needed. There was a consensus that the Technical Committee is still supportive of this approach. We are now getting to a time crunch, and we have contractors with available labor and materials. Moving ahead quickly is critical.

b. Chlorine system solenoids and analyzers

Sparacio confirmed that discussion with De Pere, Allouez, and Lawrence is ongoing to find a solution for installing the downstream analyzers with adequate mixing time. Rosenbeck confirmed that Don Voogt is working with all the parties to figure out how to make this happen. Meeting at each of the sites is the next logical step.

c. Corrosion protection grounded and locating additions

Sparacio provided an update on the corrosion protection system additions. The easement for the neighboring property owners is being prepared and will be presented at a future meeting. The new impressed current systems at the Howard Booster Station and Pressure Reducing Station are up and running. We are still working through some

issues with the locating station additions, so he will report back again at the next meeting.

d. Manitowoc pump station optimization

Sparacio explained that this item was originally discussed back in May, but some budget adjustments were needed to make it possible to proceed with the design of the Variable Frequency Drive (VFD) installations. Those budget amendments have since been approved, and the proposed 2021 Budget includes installation of one new VFD. He then provided an overview of the design proposal and the two alternative approaches for getting the engineering done.

Motion made by Howard, seconded by De Pere to recommend to the Board authorizing up to \$56,500 to fund VFD design as proposed by MPU and Jacobs, and requesting that MPU staff do as much of the related scope of work as they are able and available.

MOTION APPROVED UNANIMOUSLY

e. SPLASH Study implementation

The Committee discussed the recent presentations on cross-connection control program tracking tools and today's presentation from Hydrocorp. Members considering privatization of the commercial inspections are reviewing various software options for tracking compliance. The GIS-based model is the likely direction for De Pere, Lawrence, and Allouez. Ledgeview and Bellevue will likely remain with full service by Hydrocorp, mainly due to lack of available staff and resources to implement major changes.

Geoff Farr reported that he is still awaiting a response from Rural Water on scheduling some local training on cross-connection control inspections. He will reach out to them again. Zygarrlicke left the meeting at this time.

8. Water sales report through August 31, 2020

Sparacio reported on water consumption for the previous month. August water use was among the highest months on record for the Water Authority. The year-end take-or-pay estimate has now dropped to zero. Sparacio then reviewed the estimated year-end true-up charges and refunds. Bellevue has seen significant growth this year, and as a result, Bellevue water use is well over their 2020 estimate.

9. 2021 Budget and Capital Improvement Program

Sparacio reported on changes to the 2021 Budget. Since the initial budget presentation, Ledgeview has increased its estimated 2021 water use. The revised budget proposal will keep the water rate the same, but will indicate a contribution back to the Maintenance, Repair, and Replacement fund to help make up for the use of those reserve funds toward the shoreline stabilization project. There were no further questions on the proposed 2021 Budget at this time.

Old Business:

10. None

Next Meeting:

11. Agenda Items for the Tuesday, October 13, 2020 Meeting

Potential agenda items for the next meeting include:

- Updates on Water Authority Risk and Resilience Plan

Adjourn:

Motion made by Lawrence, seconded by Ledgerview to adjourn at 2:30 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nic Sparacio, General Manager