

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, September 11, 2018 at the Howard Public Works Facility Conference Room – 1336 Cornell Road, Howard, Wisconsin

Present: Allouez – Sean Gehin, Bellevue – David Betts,
DePere – Scott Thoresen, Lawrence – Kurt Minten,
Ledgeview – Dave Strelcheck
Excused: Howard – Geoff Farr
Also Present: Nic Sparacio – CBCWA, Gary Rosenbeck – McMahon, Inc.,

The September 11, 2018 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:35 p.m. by Vice-Chairman, David Betts of Bellevue.

Roll Call

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

Approval of the Agenda

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

Approval of Minutes

August 14, 2018

Betts asked to abstain as he was not at the last meeting.

Motion made by Lawrence, seconded by Ledgeview to approve the August 14, 2018 minutes.

Ayes: Allouez, DePere, Ledgeview, Lawrence

Abstain: Bellevue

Excused: Howard

MOTION APPROVED

Appearances – None

Communications – None

Agenda Items

1. **Review List of Technical Committee Members and Alternates:**
Manager Sparacio reviewed the current list of Technical Committee members and alternates, and updates were recorded.

2. **Sensus Meter Update:**
Shawn Geiger had asked for discussion on this item, however as he was not able to be present, the item was postponed until the next meeting. Discussion ensued regarding some of the challenges related to updating meters and the use of smart meters in particular.

3. **Project Status Updates:**
 - a. **Automatic Chlorine System Shutoff:**
Gary Rosenbeck indicated the Automatic Chlorine System Shutoff project received DNR approval and can be bid at any time. Whether to proceed with the project needs to be addressed in the CIP for 2019. There was question with the budget process as to whether each capital project is necessary and urgent.

Scott Thoresen explained that De Pere has already had to deal with leaks in their chlorine system. Sean Gehin raised concerns that the longer the project waits to be bid may cause an increase in costs. There was a consensus that the automatic chlorine shutoff project is necessary and critical to proceed.

 - b. **48" Valve Materials Acquisition:**
Rosenbeck indicated the 48" Valve Materials Acquisition project received DNR approval and can be bid at any time. Whether to proceed with the project needs to be addressed in the CIP for 2019. There was question with the budget process as to whether each capital project is necessary and urgent. Rosenbeck then explained the history behind the project and reviewed the past discussions on this topic. It was noted that specs have been developed for proper storage of the repair materials once acquired.

Gehin asked how long it takes to get these materials and parts if a valve failure occurs on the water main. Discussion ensued confirming that this is the primary question behind the project. It was clarified that there are 32 valves along the water transmission main where these materials could be used for a repair.

There was a consensus that the 48" valve materials acquisition project is necessary and critical to proceed to the point of receiving bids or proposals to learn more about the timeline to acquire or fabricate the materials. Whether or not to proceed with the acquisition can be decided after receiving the bids or proposals.

- c. **Green Bay Water Utility Interconnect Study**
Sparacio stated that a letter clarifying the CBCWA requested interconnection scenarios has been sent to GBWU to forward to their engineer, AECOM. No response has been received at this time, but they should now have all the information needed to develop a cost estimate.
- d. **Leak Detection**
Rosenbeck reported that quotes from M.E. Simpson have been turned over to MPU. MPU is responsible to execute the survey.
- e. **Utility Cooperation and Collaboration Study**
Sparacio reported that Raftelis has been approved by the Board to perform this study. In addition, a sub-agreement with Green Bay Water Utility has been approved that includes a commitment to participate and to share in the project cost.

Sparacio indicated that community interviews with Raftelis will be held the week of October 8th to the 12th to gather inventory data. Scott Thoresen asked that the questions for the interviews be shared in advance of the meetings and that the scheduling take place as soon as possible. Sparacio suggested that if communities already have schedule limitations, that they share those with him right away.

Sparacio continued to report that the project Steering committee met to develop a communication plan for the project. They will work hard to make sure that everyone receives the information that is needed as the project continues.

- f. **Cla-Val Maintenance**
Rosenbeck stated he has received information from all members which he has sent to Dorner. He further explained that each community will need to cover the cost for their own valves, but they expect a better unit price by bidding them all together.
8. **Water Sales Report through June 30, 2018:**
Water sales were reviewed with it being noted there has been an increase in all communities. If this trend continues, it is possible that water purchase will be above take-or-pay by year end.

Old Business:

- 1. **2019 Capital Improvements and Budget:**
Sparacio updated the Committee on the budget discussion that occurred at the August Board meeting. Each project in the draft CIP for the 2019

budget was then reviewed and discussed. All projects were affirmed as being necessary. Several projects were pushed to 2020 in terms of timing due to the level of uncertainty involved in working with MPU. These changes along with utilizing designated maintenance funds will reduce the rate-funded budget impact of the capital projects. A revised budget and CIP will be presented at the September 26th, 2018 Board meeting.

Motion made by Ledgeview, seconded by Lawrence to recommend adoption of the Updated Capital Improvement Program (dated 9/4/2018) for inclusion in the 2019 Budget as drafted.
MOTION UNANIMOUSLY APPROVED

Next Meeting:

Agenda Items for the October 9, 2018 Meeting:

1. Sensus Meter Update
2. Cla-Val Maintenance Update

Motion made by Ledgeview, seconded by Lawrence to adjourn at 3:10 p.m.
MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Rae G. Knippel, Transcription