

## **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, September 15, 2021 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video conference.

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**Present:** Allouez – Chris Sampson  
Bellevue – Shawn Geiger  
De Pere – Larry Delo  
Howard – Geoff Farr (video)  
Lawrence – Patrick Wetzel (video)  
Ledgeview – Sarah Burdette

**Also Present:** Gary Rosenbeck, McMahon (video)  
Nic Sparacio, CBCWA General Manager

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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.”)

### **Approval of Agenda:**

1. Approve agenda  
**Motion made by De Pere, seconded by Ledgeview to approve the agenda.**  
**MOTION UNANIMOUSLY APPROVED**

### **Approval of Minutes:**

2. August 25, 2021 regular meeting  
There were no revisions to the draft minutes.  
**Motion made by Allouez, seconded by De Pere to approve the minutes of the regular Board meeting of August 25, 2021.**  
**MOTION UNANIMOUSLY APPROVED**

### **Public Comment and Appearances:**

3. None.

### **Member Meeting on Proposed 2022 Budget and Water Rates:**

4. Nic Sparacio reported that there have been no substantive changes to the preliminary budget that was presented to the Board last month. There were some grammatical revisions and some corrections to the table on page 2 listing the Technical Committee members. Sparacio then noted some Member questions that he has received since the preliminary budget was published in August and reviewed updated water consumption trends for the year. The Members discussed the projected take-or-pay amount for the year

and noted that it should be relatively small based on water consumption to date. Burdette opened the member hearing on the proposed 2022 Budget and Water Rates. There were no further questions or comments, so Burdette closed the member hearing.

**Administrative Actions & Reports:**

**5. Consideration of the proposed 2022 Budget and Water Rates**

Burdette stated that the 2022 Annual Budget, Capital Improvement Program, and Member Cost Allocation is presented for action under this item. Sparacio pointed out the highlights of the budget in the written report and noted that these items are unchanged from last month's presentation. He is recommending approval of the proposed 2022 Budget.

**Motion made by De Pere, seconded by Lawrence to approve the 2022 Annual Budget, Capital Improvement Program, and Member Cost Allocation.**

**MOTION UNANIMOUSLY APPROVED**

**6. Financial report**

Sparacio presented the August financial statements. Budget and financials are generally tracking as expected. He reported once again that investment income continues to fall below budget, but in contrast this month, connection fee revenue reached a near record high. The Water Authority has not seen this number, or this dollar value, of new connections since 2007, and this is a continuation of a trend that started in the second half of 2020. The accelerated pace of development is reflected through new meter installations and upgrades. He is requesting approval of the August financial statements.

**Motion made by De Pere, seconded by Allouez to approve the financial report.**

**MOTION UNANIMOUSLY APPROVED**

**7. Bill payment list**

Sparacio reported that all the September charges are typical for this time of year and confirmed that there are no changes to the bill payment list shown in the meeting materials. Burdette asked if all bills were received in time for the earlier than usual meeting date. Sparacio responded that all the expected bills were received in time.

**Motion made by Bellevue, seconded by Lawrence to approve the bill payment list.**

**MOTION UNANIMOUSLY APPROVED**

**Technical Committee Recommendations:**

**8. None.**

**Project Update and Status Reports:**

**9. Engineer's report**

Gary Rosenbeck reported that the emergency back-up supply study continues to await some feedback from Green Bay Water on a few questions related to potential emergency interconnections.

**10. Manager's report**

Sparacio provided a summary of items he worked on for the past month and his plans for the month ahead. There are no issues to report, but there have been some concerns over

the last month relative to Lake Michigan turnover and excavations by contractors in close proximity to the transmission main. He continues to work closely with MPU and the Technical Committee to monitor these items. Sparacio also reviewed the status of ongoing and budgeted capital projects, noting that much of the budgeted funds will likely need to be carried forward to 2022. He then reported on communications with potential new members. The Village of Suamico appears to be moving ahead with constructing a new well. He has been asked to attend an upcoming Village Board meeting in Denmark.

**Old Business**

11. None.

**New Business**

12. None.

**Next Meeting:**

The next meeting is scheduled for October 27, 2021.

**Adjourn:**

**Motion made and seconded to adjourn at 3:50 p.m.**

**MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,  
Nicolas Sparacio