

**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 17, 2019 at the Bellevue Public Safety Building Conference Room – 3100 Eaton Road, Bellevue, Wisconsin

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**Members Present:** Allouez – Sean Gehin  
Bellevue – Shawn Geiger  
De Pere – Scott Thoresen  
Howard – Geoff Farr  
Lawrence – Kurt Minten  
Ledgeview – Dave Strelcheck

**Also Present:** Nic Sparacio, Manager  
Steve Bruggeman – Village of Bellevue  
Rob Michaelson – Manitowoc Public Utilities  
Don Voogt – McMahan, Inc.

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The September 17, 2019 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:35 p.m. by Chairman Shawn Geiger of Bellevue.

**Roll Call:**

1. Attendance was recorded as shown above.

**Approval of Agenda:**

2. Approve Agenda  
**Motion made by De Pere, seconded by Lawrence to approve the agenda.**  
**MOTION UNANIMOUSLY APPROVED**

**Approval of Minutes:**

3. There were no questions or comments on the August 13, 2019 minutes.  
**Motion made by Ledgeview, seconded by Allouez to approve the August 13, 2019 minutes as presented.**  
**MOTION APPROVED UNANIMOUSLY**

**Appearances:**

4. Geiger introduced Steve Buggeman, the new Director of Public Works for the Village of Bellevue. Welcome Steve!

**Communications:**

5. None

**Agenda Items:**

6. Water System Improvement (Contract A) pay request from Reeke-Marold Co.

Manager Sparacio stated that this is the first pay request for the Howard Booster Station By-Pass project. The pay request has been reviewed and approved by McMahon.

**Motion made by Lawrence, seconded by Allouez to recommend to the Board payment to Reeke-Marold Co. in the amount of \$990.**

**MOTION UNANIMOUSLY APPROVED.**

7. Water System Improvement (Contract B) pay request from Reeke-Marold Co.  
Sparacio stated that this is the second pay request for the Automatic Chlorine Shut-Offs project. The pay request has been reviewed and approved by McMahon.  
**Motion made by De Pere, seconded by Ledgeview to recommend to the Board payment to Reeke-Marold Co. in the amount of \$69,070.50.**  
**MOTION UNANIMOUSLY APPROVED.**
8. Change Order # 1 for Water System Improvement (Contract B) from Reeke-Marold Co.  
Sparacio explained the change order for the Automatic Chlorine Shut-Offs project. The two scope elements include moving one of the shut-off devices to the DP-3/LE-1 connection station, and connecting the shut-off alarms to the local SCADA systems for those who elect to have this done. De Pere would cover \$6,231 for SCADA alarm connections, and the Water Authority will cover the rest.  
**Motion made by De Pere, seconded by Lawrence to recommend to the Board approval of Change Order # 1 for Water System Improvement (Contract B) in the amount of \$9,857.**  
**MOTION UNANIMOUSLY APPROVED.**
9. Project status updates
  - a. **County Trunk Highway R bridge replacement project**  
Sparacio stated that the letter of commitment has been provided to Brown County to fund up to \$300,000 for pre-boring and additional piling length. The proposal with Vibra-Tech was approved, and work has begun on establishing the limits of vibration for the project.
  - b. **Chlorine Analyzer maintenance and reagents**  
Sparacio asked if there are any further reports on the chlorine analyzer issues. Bellevue, De Pere, and Allouez are recording the times and dates of the ongoing drop-outs. Rob Michaleson stated that they are not seeing in Manitowoc the same fluctuations in chlorine levels that the chlorine analyzers are reporting locally, which helps to validate that the analyzers are faulty. Sparacio stated that the service contract with Hach is up at the end of this year. Discussion ensued regarding the life of the equipment and other alternatives. There was a consensus that the existing equipment may be beyond its life expectancy. Sparacio stated that if the members want to do something on a coordinated basis, he is willing to assist. There is no update on analyzer reagent supply at this time.
  - c. **Transmission system operation and maintenance**  
Michaelson reported that the draft document has been assembled and is under review. He would expect to have something to share with the Committee at its October

meeting. He continued with noting that MPU's community open house is being held this week Thursday including plant tours, and further stated that MPU is now managing the wastewater treatment plant in Manitowoc.

**d. Water System Improvement projects**

Don Voogt reported on the status of the projects. The chlorine shut-offs are essentially complete. The Howard Booster Station project will likely start next Monday. The 48-inch valve is on order, and the pipe sections are complete. When the valve is received, August Winter will deliver everything to the determined location.

**e. Manitowoc Pump Station Optimization project**

Sparacio reported on progress with the study. He is expecting to have a draft report prior to the next Technical Committee meeting, so hopefully it will be ready to share at that time.

**f. Sensus AMI software updates**

Sparacio stated that the cutover date has been set for October 14, and he encouraged everyone to take advantage of the software training that will be available from Core and Main. Make sure the interfaces with other related software are still working as expected.

Geoff Farr arrived at this time.

**g. SPLASH Study**

Sparacio reported that the next meeting in the process has been set for September 24 at 1:00 in the afternoon. This meeting will involve the detailed planning for cross-connection control programs. Progress is also being made on the clearinghouse site for other future collaborative opportunities.

**h. Equipment sharing and related agreements**

Sparacio asked how the process has been going relative to sharing the valve exercising trailer. Scott Thoresen responded that there has been good progress on creating the legal agreement to support equipment sharing. The City of De Pere has adopted the agreement as have Ledgeview, Green Bay, and others.

Sparacio asked if sharing the valve exercising trailer with De Pere satisfies the need in Ledgeview. Dave Strelcheck responded that he thinks it will meet the need. It will depend in part on availability (i.e., how much demand there is to use the trailer by various communities).

Discussion continued on the status of WARN. Sparacio has presented the concept and the agreement to the Board, and the Board was very supportive. Each member is to bring this forward to its elected officials, and the Board will review progress again in a couple months.

**10. Water sales report through August 31, 2019**

Sparacio noted that August water consumption decreased from July. He reviewed the true-up projections and MPU take-or-pay projection. Thoresen noted that without rate stabilization rebates in 2020, it becomes more of a true year-end true-up process. The Committee discussed the change in budgeted 2020 water consumption for the Town of Ledgeview. The Town has increased its 2020 budgeted flow, and a revised budget was sent out to the members on that basis.

**Old Business:**

**11. Evaluation of Emergency Water System Interconnections**

The Committee reviewed the history of past evaluations of emergency water supply options. Sparacio then explained how the proposed new study would fit in. It was further noted that this study may conclude that we really need to just construct the major interconnection with Green Bay Water. Green Bay should be included in the discussion either way. Future regulations and emerging groundwater contaminants may also impact the continued viability of the emergency supply wells, so the interconnection discussion continues to be essential. There was a consensus that it makes sense to move forward with the new study, so the proposal from McMahon will be placed on the October agenda for further discussion.

**12. 2020 Budget and Capital Improvement Program**

Sparacio updated the Committee on the 2020 budget and the changes to the proposed capital improvement program (CIP). The increase in budgeted water consumption in Ledgeview resulted in a small decrease in the water purchase rate for the overall budget. He further explained the change to the CIP. The biggest change is that the County Highway R bridge project expense was taken out of the CIP, as this is not actually a capital expenditure. The funding for pump station optimization in Manitowoc was also increased.

Thoresen asked how likely to proceed the projects in Manitowoc will be in 2020. Sparacio responded that automation of the control strategy will likely proceed at a minimum. Adding any VFDs will be cost-dependent and based on the Water Authority's ability to pay. Review of HVAC modifications has not started, so this has the most uncertainty.

**Next Meeting:**

**13. Agenda Items for the October 8, 2019 Meeting:**

- a. McMahon Task Order 5, Evaluation of Emergency Water System Interconnections

**Adjourn:**

**Motion made by Howard, seconded by Ledgeview to adjourn at 2:50 p.m.**

**MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,  
Nic Sparacio, Manager