

**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, October 8, 2019 at the Bellevue Public Safety Building Conference Room – 3100 Eaton Road, Bellevue, Wisconsin

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**Members Present:** Allouez – Sean Gehin, Mike Mahloch  
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  
Gary Rosenbeck – McMahan, Inc.

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The October 8, 2019 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 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 Howard to approve the agenda.**  
**MOTION UNANIMOUSLY APPROVED**

**Approval of Minutes:**

3. There were no questions or comments on the September 17, 2019 minutes.  
**Motion made by Ledgeview, seconded by Lawrence to approve the September 17, 2019 minutes as presented.**  
**MOTION APPROVED UNANIMOUSLY**

**Appearances:**

4. None

**Communications:**

5. None

**Agenda Items:**

6. Water System Improvement (Contract C) pay request from August Winter and Sons, Inc.

Manager Sparacio stated that this is the first pay request for the pipeline repair materials project. The contractor is billing for 90 percent completion of the spool fabrication. The pay request has been reviewed and approved by McMahan. Discussion ensued regarding the fabrication, procurement, and delivery elements of the work scope. Sparacio responded that the spool sections are currently located at the contractor's site and have been inspected by McMahan. There are separate project tasks for delivery of the spool sections and the valve at the designated site. Rosenbeck stated that he has no concerns about the storage conditions for the spool sections. They have been inspected by McMahan, and the requirements have been met.

**Motion made by Ledgeview, seconded by Lawrence to recommend to the Board payment to August Winter & Sons, Inc. in the amount of \$60,277.50.**

**MOTION UNANIMOUSLY APPROVED.**

**7. Annual corrosion and cathodic protection system survey**

Sparacio explained that this year's survey included the concrete, ductile iron, and steel sections of the transmission main. The continuity issue identified in Contract C is the same one we became aware of last year, and we will schedule the repair at a future date. NIS also responded to the additional scope items to make recommendations on how to improve areas where locates have been difficult and to investigate corrosion conditions at the Pressure Reducing Station and at the Howard Booster Station. NIS found that neither of these sites have adequate protection and is recommending that impressed current systems be added. Rosenbeck added that we have requested cost estimates for implementing the recommendations. There were no questions or comments on the corrosion system survey report.

**8. Project status updates**

**a. County Trunk Highway R bridge replacement project**

Sparacio stated that the report from Vibra-Tech has been completed and was included in the meeting materials. The report includes an assessment of the existing conditions, calculation of the maximum peak particle velocity for protection of the pipeline, and recommendations on how to monitor vibration during the construction project.

Geoff Farr asked for clarification on the meaning of the maximum peak particle velocity recommendation. Sparacio responded that the study concluded that there should be no damaging disturbance to the pipe or to the fill around the pipe if vibrations induced by pile driving and transmitted into the soil dissipate to a maximum velocity of one inch per second by the time they reach the pipe.

Sean Gehin asked for clarification on how any needed pre-boring of the pilings will be included in Brown County's construction documents. Sparacio responded that we discussed several options with Brown County, and they preferred to request a change order from their contractor if pre-boring becomes necessary. The potential for such a change order was added to the project specifications so that bidders are aware of the need to protect the pipeline.

Rosenbeck recommended that we pothole the pipe in order to document the existing elevation and location. This can then be repeated during and/or after the bridge construction project. Rosenbeck will coordinate with Rob Michaelson on completing this work and hiring the necessary contractor. Sparacio will request a meeting with Brown County to provide the report and discuss the vibration monitoring recommendations.

**Motion made by Howard, seconded by Lawrence to recommend to the Board to accept the Vibra-Tech report and authorize implementation of its recommendations, to share the report with Brown County in a meeting with them, and to authorize collection of the necessary location data on the pipe for monitoring potential movement.**

**MOTION UNANIMOUSLY APPROVED.**

**b. Chlorine Analyzer maintenance and possible replacements**

Sparacio confirmed that the chlorine analyzer issues are continuing to affect Bellevue, De Pere, Allouez, and Lawrence. Mike Mahloch and Shawn Geiger reported that attempts to repair the units have not been successful so far. Sparacio pointed out the Depolox chlorine analyzer information provided by McMahan. He explained that the existing service agreement with Hach will expire in August of 2020. This agreement covers two service visits per year and all parts and labor associated with necessary repairs. If communities would like to work together to jointly procure new analyzers, the timing will be conducive as the Hach service agreement reaches completion.

Sparacio asked whether information would be needed on a service agreement for Depolox chlorine analyzers. Rob Michaelson responded that MPU services its analyzers on their own, and they have been satisfied with the performance of this equipment. Discussion continued, and there was a consensus that we should figure out how many analyzers need to be replaced, get a quote for the replacements, and find out the cost of any related service agreement and ongoing maintenance.

Farr asked if it would be possible to get a service agreement for maintenance of the chlorine system automatic shut-offs. The devices need to be calibrated twice a year. Sparacio responded that this should be placed on the agenda for an upcoming meeting.

**c. Transmission system operation and maintenance**

Sparacio reported that the draft document from MPU has been provided to the Water Authority, and he is now reviewing it. This document will be included for Technical Committee review on the November agenda.

**d. Water System Improvement projects**

Rosenbeck gave updates on each of the three Water System Improvement projects that are underway. Sparacio added that while the work proceeded on the Howard Booster Station By-pass, a small leak was discovered in the 24-inch ductile iron watermain between the Booster Station and the Howard Connection Station.

Michaelson described the process used by MPU and the Village of Howard utility staff to locate the leak. An electrical service was directional-bored back in June in close proximity to the watermain, so this may be related to the cause of the leak. He further explained the planned repair process and timeline. The repair will cause a two to three-day outage for the Village of Howard, so Howard will be using its backup wells and will be providing public notice to its customers. MPU will also do some additional pressure testing of this section of the watermain to investigate for any other potential leaks. There was a consensus on the Committee that the proposed timing for the repair is acceptable.

Farr added that activation of emergency backup wells requires permission from the Department of Natural Resources (DNR), publication of the appropriate public notice, and notation on the subsequent consumer confidence report. He stated that Wendy Anderson from DNR has been very helpful and good to work with. Michaelson continued with describing the excavation, dewatering, and repair expectations. Bacteria safe samples will be taken and chlorine levels will be closely monitored in Howard to ensure that the water remains safe to drink. Steve Bruggeman left the meeting at this time.

e. **Manitowoc Pump Station Optimization project**

Sparacio reported on the results of a revised off-peak pumping strategy that was tested by MPU and is now being implemented. The details are included in the meeting materials. The change was to reduce on-peak pumping to a rate of 3.5 million gallons per day. This change does allow for adequate reserves to be maintained at Central Storage, but only during the lower water consumption times of the year. Mahloch asked how much fire-protection time is maintained with this volume at Central Storage. Michaelson responded that this could be calculated and reported back to the Committee. Discussion continued on the status of wells and pumps and planned responses to fire-fighting demand.

Sparacio reported on progress with the Pump Station Optimization study. A draft of the optimization plan is expected soon and will be provided to the Technical Committee prior to the next meeting.

f. **Sensus AMI software updates**

Sparacio reminded everyone that the cutover date has been set for October 14. He will touch base with Sensus to make sure the process is still clear and meets the expectations that were set last fall. If anything has changed, he will report back to the affected communities.

g. **SPLASH Study**

Sparacio reported that the SPLASH Study is winding down. The major remaining tasks include delivery of the final report, a final Steering Committee meeting, and a final presentation of the project results. Relative to cross-connection control programs, Sparacio reported that he had an initial meeting with Craig Wolf from HydroCorp.

HydroCorp is open to further discussion on changes to the service agreements. The stakeholder group will need to meet again to continue the discussion around cross-connection control. The broad alternatives being considered include:

1. Working together on a joint contract with HydroCorp
2. Working together to seek other potential contracted service providers
3. Working with Green Bay Water Utility as a contracted service provider
4. Reducing service on the commercial/industrial side requiring these properties to independently hire licensed people to inspect their facilities

Discussion continued on the frequency of required cross-connection control inspections. Part of the process needs to examine whether utilities are doing this more frequently than required, and whether they are taking meter changeouts into account.

**9. Water sales report through September 30, 2019**

Sparacio noted that September water consumption was up in comparison with September of 2018. While the impact of the leak is likely very small, it may have been impacting consumption as far back as June. He reviewed the true-up projections and MPU take-or-pay projection.

**10. Village of Bellevue Technical Committee appointments**

Sparacio noted that the meeting packet shows the changes in appointments for the Village of Bellevue in order to involve Steve Bruggeman, the new Public Works Director, as their Technical Committee member and as their alternate to the Board. These changes must be ratified by the Board, and no recommendation is needed from the Technical Committee on this item.

**11. 2019 Technical Committee officers**

Sparacio explained that in order to allow Steve Bruggeman to serve as the Technical Committee member for Bellevue, we will need to have a different chair for the remainder of the year. The chair must be a member of the Committee, so if Shawn remains as the chair, we would have two committee members from Bellevue, and one from every other community. Changes in officers must be approved by the Board, and a recommendation from the Technical Committee is typically provided.

Discussion ensued on various ways to address the final two months of the year. There was a consensus that it would make the most sense to have the current Vice Chair, who would typically be in line to become Chair in the following year, start two months early to minimize additional changes.

**Motion made by De Pere, seconded by Howard to recommend to the Board that Kurt Minten of Lawrence serve as Technical Committee Chair, and that Dave Strelcheck of Ledgeview serve as Vice Chair, for the remainder of 2019 and all of 2020.**

**MOTION UNANIMOUSLY APPROVED.**

*Note: Steve Bruggeman has since resigned from his position, so this recommendation will not be forwarded to the Board. No changes to Committee officers are needed at this time.*

**Old Business:**

**12. McMahon Task Order 5, Evaluation of Emergency Water System Interconnections**

Rosenbeck explained that the purpose of this potential project is to understand what we already have in place and how we can better use it to optimize emergency supply. The project scope includes some pressure testing, so that element likely needs to wait for next year. But other data gathering can start prior to that.

Thoresen asked for clarification on the source of supply in these potential strategies. He also explained that De Pere has already been investing in upsizing watermain in order to facilitate future interconnection with Green Bay. Rosenbeck responded that any alternatives we look at in this study have to be more cost-effective than a full-scale interconnection with Green Bay but could certainly involve smaller interconnections with Green Bay.

Gehin asked for clarification on how the cost of maintaining the emergency supply wells compares to the cost of the full-scale interconnection with Green Bay. Sparacio responded that he has performed that analysis. Whether you use an internal rate of return, a discounted payback period, or any other economic analysis, the expenditure does not make sense in economic terms alone. Based on today's cost of maintaining the emergency supply wells, the cost of a full-scale interconnection with Green Bay will never be paid back through savings on the wells.

Gehin continued and stated that we also have to consider the quality of the water we are using for emergency supply. With growing concerns about PFAS and other emerging contaminants, the expenditure we are considering with the Green Bay interconnection may seem more reasonable in the future. Sparacio responded that the scope of this study should include consideration of emerging contaminants. If future costs of maintaining the existing wells increase significantly, this would change the results of the economic analysis.

Farr responded that there is still much to learn about the health effects of PFAS and urged that we not jump too quickly into changing the economic analysis. He reported that the Village of Howard has no appetite for an increase in water rates. Sparacio added that the soonest the Water Authority could consider additional borrowing is 2024 when the existing bonds can be refunded. But that is not certain, as the taxable status of utility revenue bonds is currently not favorable for additional borrowing. This would also have to change. Another option is to continue maintaining what we have and wait until 2024 to consider other options.

Discussion concluded, and there was a consensus that the proposed study should wait until next year at the soonest. The Committee will continue to consider this topic and revisit this potential project in the spring.

**Next Meeting:**

**13. Agenda Items for the November 5, 2019 Meeting**

Possible agenda items for the next meeting were discussed including the following.

- a. Maintenance services for chlorine system automatic shut-offs
- b. Manitowoc Pump Station Optimization project report
- c. MPU Preventive Maintenance Plan draft report

**Adjourn:**

**Motion made by De Pere, seconded by Howard to adjourn at 3:30 p.m.**

**MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,  
Nic Sparacio, Manager