

**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 13, 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.

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**Members Present:** Allouez – Sean Gehin  
Bellevue – Shawn Geiger  
De Pere – Scott Thoresen, Eric Zygarlicke  
Howard – Geoff Farr  
Lawrence – Kurt Minten  
Ledgeview – Andy Tenor (in person)

**Also Present:** Rob Michaelson – Manitowoc Public Utilities  
Gary Rosenbeck – McMahan, Inc.  
Nic Sparacio, CBCWA General Manager

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The October 13, 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. (Note that all attendees listed were present via video conference or teleconference unless otherwise noted as “in person.”)

**Approval of Agenda:**

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

**Approval of Minutes:**

3. September 8, 2020  
There were no revisions to the draft minutes.  
**Motion made by Ledgeview, seconded by Lawrence to approve the September 8, 2020 minutes as presented.**  
**MOTION APPROVED UNANIMOUSLY**

**Appearances:**

4. None

**Communications:**

5. None

**Agenda Items:**

- 6. Operation and maintenance updates**

General Manager Sparacio reported on 2020 electrical use to date and internet switch upgrades at Water Authority facilities. The electrical savings at the Howard Booster Station have been substantial since the by-pass was completed at the end of 2019. A jump in electrical use at the Master Meter Station appears to be tied to increased chlorine boosting since November of 2019. Relative to the fiber network mapping project, the Water Authority is working with MPU to replace all the internet switches over the next three years.

Rob Michaelson reported on the leak detection and verification process for the transmission main. Earlier in October, MPU worked to isolate the portion of the system west of Central Storage and to then monitor pressure. After discovering the need to manually close a valve at the Allouez connection station, the pressure monitoring showed no evidence of leakage. The leak detection process is now complete, and none of the points of interest shown under the satellite imagery seem to correlate with actual leaks. Michaelson also reported on MPU's response to a SCADA issue that occurred impacting controls at the Howard Booster Station. The cause was determined to be a failed surge suppressor that may have been damaged in a lightning strike. This issue has been resolved.

Eric Zygarlicke reported on a fluctuating pressure issue that has been occurring at the DP-5 connection station. De Pere has been working to correct this issue, and MPU will be doing meter testing and calibration later this month, which should also be helpful.

- 7. Corrosion protection system 2020 Annual Survey Report**

Sparacio provided an overview of the corrosion system annual survey report from Northern Inspection Services (NIS). He noted that there are follow-up items still in the works from the 2018 and 2019 surveys. Scott Thoresen asked whether it was ever determined that corrosion was the cause of the main break in June near DP-5. Michaelson responded that the main issue appeared to be the dent on the exterior of the pipe pointing to an installation issue. Sparacio also responded that NIS did provide an investigation report which concluded that the break was attributed to corrosion which was invited by the damage to the pipe and the bag. He also explained that NIS has provided an estimate for a cell-to-cell survey of the ductile iron pipes, and he will discuss this with McMahon. Thoresen added that De Pere has been replacing ductile iron pipes with PVC after about 30 years in service.

- 8. Project status updates**

- a. Shoreline erosion in Manitowoc**

Rosenbeck provided an update on permitting and construction. Work started on October 7, and the section south of the Little Manitowoc River should be complete by the end of this week. McMahon staff set the grades for the top of bank and the

locations for placement of the toe stones. McMahon technicians are located in the area and check in on the work several times daily.

**b. Chlorine system solenoids and analyzers**

Sparacio reported that quotes have been requested by De Pere for installing the sample lines for the downstream analyzers. Zygarlicke stated that he should have the final quote by the end of the week. Minten reported that he has all the solenoids, flow sensors, and ball valves needed to do the interior plumbing. Gehin asked for clarification on when the work would get done and invoiced. Sparacio responded that the work can get done this year, the invoices sent to the Water Authority, and then the local cost share will be billed back to the applicable members early next year.

**c. 48-inch repair materials project**

Sparacio reported that we are still waiting on some of these materials to be delivered by the contractor, and he is trying to get this 2019 project wrapped up.

**d. Corrosion protection groundbed and locating additions**

There were no updates at this time.

**e. Manitowoc pump station optimization**

Michaelson reported on progress with the pump control updates and the VFD design services. Preferred Controls is ready to mobilize and complete the onsite automation upgrades. MPU just received the new pilot controls for the Singer valve, so the onsite work can start soon. MPU has held a kick-off meeting with Jacobs on the VFD design, and the bid package should be ready by the end of November with the goal of being ready for implementation by early 2021.

**f. SPLASH Study implementation**

Sparacio provided updates from last month's discussion on cross-connection control programs. There was an outstanding question on whether water rates would be impacted and reviewed by the Public Service Commission when privatizing the commercial inspections. He had asked for input from other area utilities on this question. He shared the information reported by Ashwaubenon and Green Bay Water on their transitions with commercial inspections so far. Members that are considering privatizing commercial cross-connection control inspections should be reviewing impacts to utility expenses and revenues.

**g. Report on 2020 capital projects and expenses**

Sparacio reported on the status of 2019 and 2020 capital project finances. The only outstanding 2019 project is the 48-Inch Repair Materials project as reported earlier in the meeting. The Water Authority is holding onto some retainage, and there is a small balance related to that project. There are seven identified projects for 2020 going into 2021. All projects are currently within their respective budgets, and there will be some additional updates once the costs are finalized for the sample line additions on the Chlorine Monitoring and Control Improvements project.

Gehin left the meeting at this time.

**9. Water sales report through September 30, 2020**

Sparacio reported on water consumption for the previous month. September water use was typical for this time of year. The year-end take-or-pay estimate has increased slightly over last month's report to indicate the possibility of a relatively small fee for year-end.

**10. CBCWA Risk and Resilience Plan**

The members discussed the draft Risk and Resilience Plan. This document remains privileged and confidential under the applicable laws in order to protect the safety of critical infrastructure.

**Old Business:**

**11.** None

**Next Meeting:**

**12. Agenda Items for the Tuesday, November 10, 2020 Meeting**

Potential agenda items for the next meeting include:

- Final recommendations on the Water Authority Risk and Resilience Plan

**Adjourn:**

**Motion made by De Pere, seconded by Ledgerview to adjourn at 2:55 p.m.**

**MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,  
Nic Sparacio, General Manager