

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, October 25, 2023 at the Town of Ledgeview Community Center, 3700 Dickenson Road, De Pere, WI, and via video conference.

Members Present: Allouez – Chris Sampson
Bellevue – Ben Krumenauer (video)
De Pere – Larry Delo (video)
Denmark – Susan Selner
Howard – Geoff Farr
Lawrence – Patrick Wetzler (video)

Members Excused: Ledgeview

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

The meeting was called to order at 3:00 p.m. by Vice President Geoff Farr of Howard.

Roll Call:

Roll Call was taken as recorded above. (Attendees present via video conference are noted above with “video.”)

Approval of Agenda:

1. Approve agenda

Motion made by De Pere, seconded by Allouez to approve the agenda.

MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

2. September 27, 2023 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 September 27, 2023.

MOTION UNANIMOUSLY APPROVED

Public Comment and Appearances:

3. None.

Administrative Actions & Reports:

4. Communication planning

Sparacio reported on progress with the communication planning project. The water quality column was printed in The Press Times newspaper under guest columns (see the October 13 edition). He also shared the third quarter results for the Facebook page. Sparacio then

presented to the Board the draft local official's presentation on water quality and PFAS. He asked for the Board's feedback on whether the presentation is effective and will be helpful on these topics. The Board discussed the draft presentation and identified additional topics to include. Gary Rosenbeck suggested that other emerging contaminants also be addressed with communication and education tools. The Board discussed the ongoing communication strategy and affirmed the goal of becoming a trusted source of information on water quality.

The Board appreciated the presentation content, and there was a consensus that it will be helpful for local officials to get equipped with this information. Sparacio encouraged the Members to reach out to him to schedule times for this presentation for their governing body as well as any interested public works or utility committees.

5. Financial report

Sparacio presented the September financial statements. He noted that budget and finances are tracking as expected, and that the Water Authority's annual debt payments were made this week.

Motion made by Denmark, seconded by Bellevue to approve the financial report.

MOTION UNANIMOUSLY APPROVED

6. Bill payment list

Sparacio confirmed that there are no changes to the October bill payment list as provided in the meeting materials. He noted that expenses related to the Manitowoc Public Utilities (MPU) rate case should be winding down for the year.

Motion made by Howard, seconded by Denmark to approve the bill payment list.

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

- 7. Approval of the Asset Management Program Development Phase 1 request for proposals**
Sparacio introduced the revised RFP for asset management planning services outlining the differences from the initial solicitation. By breaking out a "Phase 1" for the initial steps in the process, Sparacio anticipates more willingness from consultants to provide proposals. He reported that he has communicated with McMahon on this project to ensure their involvement and to clarify their role in supporting an asset management consultant for this project. The Technical Committee has reviewed the proposed RFP and recommended approval. Susan Selner asked when responses would likely be due. Sparacio responded that, with Board approval, he anticipates releasing the RFP within the next several days with responses due in early December.

Motion made by De Pere, seconded by Allouez to approve the Asset Management Program Development Phase 1 request for proposals.

MOTION UNANIMOUSLY APPROVED

Project Update and Status Reports:

8. Engineer's report

Rosenbeck reported that the ductile iron pipe protection project is awaiting a contract with the consultant. Attorney Kobza will provide a format for the contract. Rosenbeck also reported that he has met with all the Members on the emergency back-up supply study recommendations. He plans to have a final draft of the document ready prior to the next Technical Committee meeting.

9. Manager's report

Sparacio reported on items he has worked on over the last month and areas he plans to work on in the month ahead. There are no new issues or concerns to report. He provided updates on various topics including bond rating annual surveillance, the nationwide class action lawsuits involving PFAS manufacturers, upcoming meetings with MPU, potential new member outreach, and a water system report card project being developed by the University of Wisconsin. Larry Delo left the meeting at this time due to another commitment.

Chris Sampson asked for a recap of the Public Service Commission decision on the MPU rate case. Sparacio responded that the decision by the PSC was favorable toward the Water Authority's items of concern. The ruling on membrane replacement funds and benefits calculations respected the memorandum of understanding between MPU and the Water Authority. Now that the PSC process is complete, Sparacio is looking forward to the next steps of working with MPU to implement the remaining provisions of the memorandum of understanding.

Old Business

10. None

New Business

11. None.

Next Meeting:

The next meeting is scheduled for November 15, 2023.

Adjourn:

The meeting was adjourned at 4:15 p.m.

Respectfully submitted,
Nicolas Sparacio