

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
TECHNICAL COMMITTEE

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority – Technical Committee** was held on Tuesday, July 10, 2018 at the Howard Public Works Facility Conference Room – 1336 Cornell Road, Howard, Wisconsin

Present: Allouez – Gehin/Mahloch, Bellevue-Betts/Geiger,
DePere-Thoresen, Howard-Farr, Lawrence-Minton,
Ledgeview-Strelcheck/Tenor
Also Present: Dave Vaclavik/Nic Sparacio -CBCWA, Rob Michaelson - MPU,
Gary Rosenbeck – McMahan, Inc.

The July 10, 2018 Central Brown County Water Authority-Technical Committee Meeting was called to order at 1:40 p.m. by Chairman Geoff Farr.

This meeting followed a 1:30 p.m. Special Meeting of the CBCWA Board.

Roll Call

Call the Roll for Attendance. Roll Call taken as recorded above.

Approval of the Agenda

Motion made by Lawrence, seconded by DePere to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes

June 12, 2018

Motion made by Howard, seconded by Lawrence to approve the minutes.
MOTION UNANIMOUSLY APPROVED

Appearances - None

Communications – None

Agenda Items:

1. **Engineering Agreement with McMahan Associates, Inc.**
Manager Vaclavik explained that an Engineering Agreement between McMahan Associates Inc and the CBCWA was distributed to members in the agenda packet. The general services agreement will commence July 1, 2018 through the year 2020. He explained that other specific services and projects are then provided under task orders.

Vaclavik explained the agreement with McMahon Associates, Inc. will replace that with McMahon, Inc. because of his connection with a former employee. There was discussion over the process of closing out existing task orders and invoices with McMahon, Inc. All new work will commence under the new general services agreement and new task orders, and existing task orders with McMahon, Inc. will be closed out as soon as practical.

**Motion made by DePere, seconded by Ledgeview to approve the Engineering Agreement with McMahon Associations, Inc.
MOTION UNANIMOUSLY APPROVED**

2. **Task Order #1 on Agreement with McMahon Associates, Inc.**
Task Order #1 between the CBCWA and McMahon Inc was reviewed. This agreement covers many basic engineering services including meeting attendance, responding to questions, providing technical support to the Board and Technical Committee, reviewing operational issues, supporting the budget and CIP process, dealing with contractors, and the like.

There was discussion that the new manager, Nic Sparacio, will benefit from some additional support from McMahon. Some additional costs are included for that purpose. Gary Rosenbeck can provide a lot of the water system history and serve as a sounding board during the manager transition.

Mr. Rosenbeck suggested the start date be amended to August 1st due to the Board approval not coming until the end of July.

**Motion made by DePere, seconded by Ledgeview to approve Task Order #1 –Agreement with McMahon Associates, Inc. with start date amended to August 1, 2018.
MOTION UNANIMOUSLY APPROVED**

3. **Flow Projections for 2019 Budget:**
Manager Vaclavik explained that a worksheet was provided to members with projections for water use in 2019 to use in budget preparation. He asked the members to review the projections and provide feedback to Nic Sparacio. No Action.
4. **Chlorine Analyzer Reagents:**
Manager Vaclavik asked for everyone's status on chlorine analyzer reagents. Nic Sparacio will send an email asking everyone to check their supply. No Action.

5. **Project Status Updates:**

a. **Automatic Chlorine System Shutoff**

Mr. Rosenbeck addressed this item, stating that plans have been sent to the DNR for review and approval.

b. **48" Valve Materials Acquisition**

Mr. Rosenbeck provided an update on this item. There was discussion on whether it would be more advantageous to store the equipment in Allouez or at MPU. Both locations are under cover with concrete floor but are not temperature controlled. With MPU responsible for maintenance, the Committee agreed that it would make the most sense to store the equipment in Manitowoc. Rob Michaelson noted that some surplus corrugated pipe belonging to CBCWA is also stored at MPU and has deteriorated. The Committee agreed that it should be disposed of.

c. **Green Bay Water Emergency Service Connection Study Status**

Manager Vaclavik stated that he, Nic Sparacio, and Gary Rosenbeck have an appointment on Friday, July 13th with the Green Bay Water Utility to discuss information related to emergency water service interconnection, mutual benefit, and potential cost. The goal is to obtain adequate cost information in cooperation with GBWU in order to make an informed decision on whether any interconnect option makes sense and could be of mutual benefit.

Manager Vaclavik further explained that if there is an emergency service interconnect that makes sense for everyone, then we would proceed with that. However, if it only makes sense for some communities to have individual emergency interconnections with Green Bay, then those are also valid options. If none of the interconnect alternatives make sense, an additional option in the future is to have CBCWA take over maintenance of the existing wells and to provide consolidated services.

d. **Leak Detection**

A quote has been requested from ME Simpson for an evaluation, and will be available for discussion at the next meeting. Rob Michaelson explained that MPU is responsible for the cost of leak detection under the operation and maintenance agreement. Mr. Rosenbeck explained that this survey is especially important because the extended warranty on Contract H will expire this year. He also noted that ME Simpson now has access to sonic detection that would allow them to do more than just listen for leaks at the

valves. Mr. Michaelson will follow up to find out what methodologies Simpson will use.

e. **Cooperation and Collaboration Study Status**

Vaclavik reported that the cooperation study is proceeding based on responses to the RFQ process in March. Initial project documents are expected from the selected consultant, Raftelis, within the next week. Meetings are scheduled on the 25th and 26th of this month to discuss scope, expectations, how collaboration may work, etc. Members will be notified of the time and place.

f. **Cla-Val Maintenance**

A maintenance schedule for 2019 continues to be discussed. Manager Vaclavik stated that an annual contract would be beneficial for providing consolidated services. It was discussed that inventory data are needed in order to get a quote. This includes locations, model numbers, pictures, confined space data, and any available plan drawings.

6. **Water Sales Report through June 30, 2018**

Water sales are slightly increased over last year, though still projected to be short of the annual take-or-pay minimum volume.

Chairman Farr reported that Howard is losing one of their major water users. A local manufacturer lost a project bid to an Appleton competitor, so they will be shutting down.

Old Business: None

Next Meeting:

1. **Agenda Items for the August 7, 2018 Meeting:**

None identified, but please note that the next meeting is scheduled for **August 14, 2018**. (The agenda listing was incorrect.)

Motion made by Lawrence, seconded by Howard to adjourn at 2:30 p.m.
MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel,
Transcription