

MEETING SUMMARY

Central Brown County Water Authority (CBCWA)
Green Bay Water Utility (GBWU)

Implementation Meeting

Date: February 3, 2021

Time: 8:30 AM

Location: Ledgeview Community Center and Lifesize video conference

1. Welcome and introductions
 - Attendance: Al Farvour, Andy Tenor, Brian Powell, Eric Zygarlicke, Justin Hewitt, Kurt Minten, Mike Mahloch, Nic Sparacio, Shawn Geiger, Stephanie Rogers, Tyler Mueller
2. Discuss progress on cross-connection control programs
 - Each utility provided an update on the status of changes to their local program.
 - i. Ledgeview determined it has very limited staff capacity to take on the tracking components of a privatized commercial inspection program and decided to stay with a consultant for these services. They have executed a new 3-year contract with Hydrocorp.
 - ii. Lawrence is moving forward with privatizing commercial inspections. They are planning to create a new module within their existing Civic software program for tracking purposes.
 - iii. De Pere is moving forward with privatizing commercial inspections. They are planning to utilize a GIS-based system for tracking purposes.
 - iv. Allouez is moving forward with privatizing commercial inspections. They are planning to utilize a GIS-based system for tracking purposes.
 - v. Bellevue determined it has very limited staff capacity to take on the tracking components of a privatized commercial inspection program and decided to stay with a consultant for these services. They have executed a new 3-year contract with Hydrocorp.
 - vi. Green Bay has been implementing privatized commercial inspections. They have seen good compliance with the first half of commercial customers. Plumbers are learning the new process. A challenge has been getting correspondence to the right address/recipient within larger business organizations.
 - vii. Ashwaubenon has been implementing privatized commercial inspections. They have seen good compliance.

- A question was raised regarding how to handle tracking for testable devices. Do local utilities need to take that over? Green Bay Water shared that plumbers can be required to do the testing, but it seems that DNR will eventually want utilities to have documentation of device compliance to be on file locally.
3. Review status of SPLASH Clearinghouse website; identify potential opportunities
- Many of the utilities have their information entered into the website already. There are just a handful that have not done this yet. Nic Sparacio and Justin Hewitt will contact those utilities to offer assistance with entering the information. It will add value to the clearinghouse to include more utilities.
 - The group reviewed the data in the clearinghouse so far to identify potential opportunities for collaboration. Potential opportunities included:
 - i. Purchasing Meters: Several utilities are already involved in a shared long-term contract, but GBWU, Ledgeview, and Lawrence may be able to collaborate in the future. All of these utilities currently use Badger meters.
 - ii. Cathodic Protection: Depending on the types of surveys being performed and flexibility on the vendor, GBWU and CBCWA may want to coordinate on this service.
 - iii. Leak Detection: Green Bay Water has contracted with Utilis once again for satellite-based services. Contact Brian Powell if interested in joining the next 2-year cycle. De Pere is leading a joint RFP for traditional/sonic leak detection services. Contact Scott Thoresen by Friday, Feb 5th if interested in joining the solicitation.
 - iv. Well Inspection: While many utilities are on different cycles for the timing of well inspections, this is a high-cost item. It may be worthwhile to request of DNR an adjustment to the timeline for this if it would generate significant cost savings.
 - v. Reservoir and Tank Inspections: Similarly, it may be worthwhile to request of DNR an adjustment to the timeline for this if it would generate significant cost savings to coordinate on services. De Pere recently led a joint RFP for reservoir inspections that resulted in substantial cost savings for those involved.
 - vi. Meter Testing: Green Bay and CBCWA both use contractors to test large diameter meters. There may be advantages to coordinating these services.
 - vii. Tank Painting: This is a costly item and may have limited potential for joint purchasing due to contractor capacity. It may be worthwhile to adjust timelines for a joint RFP.
4. Discuss opportunities (ideas/needs) for joint training
- Joint training efforts related to cross connection control programs are on hold. The goal of bringing a trainer to the local area has hit a roadblock.
 - Other potential joint training needs were identified as follows.

- i. CPR Annual Certification: There are local resources providing this training currently. It may save time and/or money to train larger groups simultaneously. Could NWTC do something large scale for everyone?
 - ii. Confined Space Entry and Trench Safety: Several utilities contract with Fehr Graham Environmental for this service. It may save time and/or money to train larger groups simultaneously.
 - It would be helpful to obtain a list of annual training requirements from each utility and add this data to the Clearinghouse. Nic or Justin will send a data request.
5. Set next meeting
- We will continue to set meetings by polling for availability until we are able to establish a regular meeting schedule.