

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority** was held on Wednesday, September 28, 2016 at the DePere City Hall, 2nd Floor, 335 South Broadway, DePere, WI

Present: Allouez-Dennis, Bellevue-Gorall, Howard-Farr, Lawrence-Treml,
Ledgeview-Burdette
Excused: DePere
Also Present: Dave Vaclavik-Manager
Gary Rosenbeck-McMahon Inc.
Cole Buergi – Leonard & Finco
Sue Schinkten – Schinkten Design

The meeting was called to order by President Sarah Burdette at 3:00 p.m.

Roll Call:

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

Approval of the Agenda:

Approve Agenda

Motion made by Lawrence, seconded by Bellevue to approve the agenda as presented. MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

Approve Minutes: August 24, 2016

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

Public Comment: None

Appearances:

1. **Sue Schinkten - Schinken Design regarding CBCWA Logo Design:**
Mr. Schinkten of Schinken Design, and Cole Buergi of Leonard & Finco, addressed the Board, asking if they had any ideas for them to use when choosing a logo design, noting the current logo is “water waves”. Mr. Vaclavik stated that part of the master planning process discussion led to the idea of a new logo that would communicate that the CBCWA is made up of several communities in collaboration to provide water service. They are the only Water Authority in the state created by special legislation.

President Burdette suggested that Schinken Design review the Strategic Plan of the Water Authority to get an idea of how the Authority’s membership is comprised so that potential partners may have a better image. Manager Vaclavik agreed to provide Schinken with this document.

Ms. Schinken noted that the Authority name is quite long asking if members may be receptive to using initials. Schinken agreed to come up with some designs to discuss with Cole Buerger and the Manager. Discussion Only. Will report back.

Administrative Actions and Reports:

1. **Consideration to accept the Central Brown County Water Authority Storage Facility project from the Engineer (McMahon, Inc.) and the following Contracts and Contractors:**
 - a. **Contract No. C0027-23-01014-A**
Contractors: DN Tanks
 - b. **Contract No. C0027-23-01014-B**
Contractors: IEI General Contractors, Inc.

Gary Rosenbeck of McMahon, Inc. recommended that as part of closing the loan and to show that final payments have been made, a motion be made that the record show that contracts have been accepted as complete.

Motion made by Ledgeview, seconded by Allouez to accept the Central Brown County Water Authority Storage Facility project from the Engineer (McMahon, Inc.) and the following Contracts and Contractors:

- a. **Contract No. C0027-23-01014-A**
Contractors: DN Tanks
- b. **Contract No. C0027-23-01014-B**
Contractors: IEI General Contractors, Inc.

MOTION UNANIMOUSLY APPROVED

2. **Pavement Repair Request from Manitowoc County Highway:**

The Manager reported that he attended the Wisconsin Water Works Conference at which time this issue was discussed. An opinion from Attorney Kobza indicated she could find no real precedent and her research indicates that the Authority may have a mixed chance of success if this would go to court. Atty. Kobza has suggested a negotiated settlement. Noting the age of the pavement and the limited time period of warranty, the Manager has previously suggested to Manitowoc County that he would be willing to recommend to the Board that the CBCWA contribute the cost of asphalt and the rental of the milling machine that would be used for the project and that the County/Town of Manitowoc contribute the labor and County equipment costs. As the Authority has a permanent relationship with the County, he would suggest that the Board designate a representative for negotiation purposes and that the Authority meet with the County Highway Department to determine a common resolution.

The Manager reminded the Committee that the estimated cost of repair by County crews was \$22,000 with a good probability that it would be considerably less. The work was scheduled for earlier this month, however, the Manager indicated he has not seen an invoice.

When asked by Mr. Trembl the impact on future demands, the Manager indicated that Atty. Kobza has addressed that indicating that state statute will provide protection from unreasonable demands.

President Burdette agreed with the idea of meeting with Manitowoc to discuss further, stating the Authority is willing to be a good neighbor and find a compromise even though ten years have passed. The Manager will follow-up.

3. Sobush/McCardle Property Agreement:

The Manager explained that the agreement, drafted by legal counsel, offers to pay Scott McCardle \$2,800 in exchange for a waiver of future liability. The Manager indicated that restoration on the site has experienced a series of weather related catastrophes and Mr. McCardle agreed to take on final restoration responsibilities in exchange for the payment. That work has now been completed and it is recommended that payment be made.

Motion made by Lawrence, seconded by Howard to approve the Sobush/McCardle Property Agreement. MOTION UNANIMOUSLY APPROVED

4. Financial Reports:

Financial reports through the end of August 2016 were presented for approval. The Manager indicated that finances are in order showing the Authority has a strong cash position. A bond payment will be made by November 1st.

Motion made by Lawrence, seconded by Howard to approve Financial Reports as presented. MOTION UNANIMOUSLY APPROVED

5. Pay Authorizations: Vouchers:

A voucher list for the month of August was presented for review and consideration.

The Manager advised the Board that he has hired a contract employee, Juli McGuire, to help get records in order. Ms. McGuire works part-time (16 to 30 hours per week) and should finish this project before the end of the year. The Manager added that all legal documents from the Boardman & Clark Law Firm will also be digitized.

Mr. Trembl questioned an invoice from Manitowoc County Highway and Mr. Rosenberg explained the County Soil Conservationist is concerned about ground water contamination. His job is to identify areas of concern and then report them to the Authority with a request to fix any problems related to water quality.

Motion made by Lawrence, seconded by Howard to approve Pay Authorizations/Vouchers as presented, in addition to that from Manitowoc County Highway (Holschbach Excavating - \$6,330.25) and from Word Works Transcription (\$253.50). MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

1. Corrosion Protection Proposal(s) from NIS in the Total amount of \$96,938.68:

Mr. Rosenbeck gave highlights of the three components of this proposal as follows:

- a. Upgrade Test Stations at Contracts D&E to Post Mounts - \$35,422.68**
Upgrade of Existing Stations on the Ductile Iron Pipe Line -
Proposal No. 15-367P – This proposal provides for an upgrade of the existing surface-mounted test stations to provide for the relocation of the test wires to a post-mounted test station site at or near the road right-of-way line along the route of the 24” DI pipe in Contracts D & E. This work would be similar to the test station relocation work provided on the 48” steel pipeline. The budget for this work is \$35,422.68 which represents a cost of \$1,362.41 for each of the 26 locations. This cost compares to the actual cost of \$1,635 incurred for each of the test station locations on the 48” pipeline in 2013.
- b. Repair/Install Test Stations at Contracts D&E - \$48,605.00**
Repair or installation of New Test Leads or Ductile Iron Pipe –
Proposal 15-368P - Previous investigation on the new 24” DI Pipe indicated the need for additional test station sites along the route of the 24” DI pipe line in Contracts D & E. These are in addition to the 26 existing test station sites. This proposal provides for the excavation of the 24” pipeline and the installation of test lead wires attached to the pipe and run to a post-mounted test station post to be located at or near the road right-of-way line. The \$48,605.00 for this work represents a cost of \$6,943.57 for each of the seven sites which compares to the actual cost of \$7,000.00 previously incurred for each of the test station installations on the e48” pipeline in 2014.
- c. Install Test Stations for Contracts A&D - #12,911.00**
Installation of Corrosion Coupon Test Stations – Proposal No. 15-36P
This proposal provides for the installation of corrosion coupon test stations along the route of the 36” concrete pipe in Contracts A & D. These are being installed to provide a long term monitoring system to determine if the soils along the route of the concrete pipe are or could be corrosive to the concrete pipe. The Time and Expense Budget of \$12,911.00 represents a cost of \$4,303.00 per station site.

Mr. Farr asked if coupons on concrete pipe are attached and Mr. Rosenbeck indicated that they are. In addition, Mr. Farr confirmed that test stations can be used for locating.

Motion made by Allouez, seconded by Howard to approve the Corrosion Protection Proposal(s) from NIS in the Total amount of \$96,938.68 as shown above. MOTION UNANIMOUSLY APPROVED

Project Update and Status Reports:

1. Engineer’s Report:

Mr. Rosenbeck highlighted the following engineering activities during the last reporting period:

- Station Upgrade/Maintenance Items - Presently out for bid, one item being painting.
- Green Bay - Have met with the City to discuss issues of emergency water supply and connection over the long term. A response is expected within the next month.

- Optimization – A significant amount of effort has been put into focusing on what communities can do to optimize their systems, and in reducing pressure from the high pressure station at Manitowoc which is affecting delivery to Ledgeview.
- Implementation of storage facility pumping may require software reprogramming.
- A test to bypass at the pressure reducing station found that water can be delivered to Howard without repumping. This idea will be further reviewed and discussed with the Technical Committee.
- Reviewing non-pumping loads at the Manitowoc pumping station related to cooling of the building which houses equipment at the expense of the CBCWA will also be discussed by the Technical Committee.

2. Manager's Report:

The Manger highlighted the following activities during the last reporting period in addition to his written report:

- Computer issues related to licensing and domain name have been resolved.
- Eligible for a Government discount rate for Office 365. Waiting to hear from designated representative to implement.
- Suamico Update – No response at this time.

Other items in the Manager's report included:

- Capital Budget Amendments – Mr. Rosenbeck has suggested a number of capital additions to be considered by the Technical Committee.
- Accounting Services – Working on a scope of services document that can be used to provide a common basis for service quotes.

Old Business:

1. None

Next Meeting:

Suggested Agenda Items for next meeting on October 26, 2016

Adjourn:

Motion made by Howard, seconded by Lawrence to adjourn at 3:50 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription