

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, February 13, 2018 at the Howard Public Works Facility Conference Room – 1336 Cornell Road, Howard, Wisconsin

Present: Allouez-Berndt Bellevue-Betts/Geiger, DePere-Thoresen,
Howard-Farr
Excused: Lawrence, Ledgeview
Also Present: Dave Vaclavik-Manager
Don Voogt – McMahon, Inc.

The February 13, 2018 Central Brown County Water Authority-Technical Committee Meeting was called to order at 1:30 p.m. by Chairman Geoff Farr.

Roll Call

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

Approval of the Agenda

Motion made by Allouez, seconded by DePere to approve the agenda.

MOTION UNANIMOUSLY APPROVED

Approval of Minutes

January 16, 2018

Motion made by Bellevue, seconded by Allouez to approve the minutes.

MOTION UNANIMOUSLY APPROVED

Appearances - None

Communications – None

Agenda Items:

1. **Engineering Agreement for Automatic Chlorine System Shutoff Modifications at the Connection Stations and Member Facilities:**
As reported and discussed at the last meeting, the current chlorine systems were constructed under an old code and do not include automatic shutoff systems. Mr. Voogt indicated that any modifications will require upgrading. Since this impacts all stations, there is the possibility of a joint project to be run through the Water Authority. As members have chlorine

systems not a part of the CBCWA system, there was discussion by the committee about expanding the project and allowing members to participate in a unified bid process.

**Motion made by DePere, seconded by Howard to approve the Task Order for the installation of Automatic Chlorine System Shutoff Modifications at the Connection Stations at a cost of \$25,000.
MOTION UNANIMOUSLY APPROVED**

2. **Final Payment for Mill Coatings:**

**Motion made by DePere, seconded by Bellevue to approve the Final Payment to Mill Coatings in the amount of \$21,548.20.
MOTION UNANIMOUSLY APPROVED**

3. **Cla-Valve Maintenance Collaboration**

A recommendation was previously made that the Authority investigate a joint contract for cla-valve maintenance collaboration. It was suggested that each member create an inventory of the valves at their various locations. This matter will be discussed at a future meeting.

4. **Project Status Updates:**

a. **Manager Search**

It was determined by the Board that assistance will be required in finding a new manager in defining both the expectations and the job description. A Special Board meeting is scheduled for tomorrow, February 14, 2018 to discuss hiring a recruiting firm. Although there have been about 50 applicants received, very few have the appropriate qualifications. Vaclavik noted that the job was advertised at 32 to 40 hours per week, opining it should be either part-time or full-time to be attractive.

Vaclavik indicated he may not be leaving Wisconsin until the end of June, therefore, he may be available on a contract basis especially in matters with MPU.

b. **Collaboration/Consolidation RFQ**

The Manger reported that he has been working with Nancy Quirk on an RFQ document (draft copy provided to members in packet material.) He expects it to be finalized in the next week and circulated to 5 or 6 firms. Two to three of these will be engineering/managing/consulting groups, and two to three financial services firms.

Mr. Thoresen asked if when considering moving forward with collaboration/consolidation if creating a regional water utility had

been considered. Manager Vaclavik stated he thinks this may happen in the future, however, finds it premature at this point.

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

The Manager reported that he heard from Nancy Quirk that a draft report has been received from AECOM and is under review.

d. **Hobart Pumping Station Bypass:**

This project is currently on hold.

e. **CBCWA Master Plan/Member Interconnections:**

McMahon has started this project and is waiting for further information from the City of Green Bay.

f. **48" Valve and Installation Material Acquisition:**

Mr. Voogt reported McMahon has just getting started on this project. They have not yet advertised for bids. Valve and assembly material storage is projected for receipt within six months. Consequences of this was discussed.

5. **Water Sales Report through January 2018:**

Report was distributed to members.

Mr. Thoresen noted that budgeted flow to member numbers were not shown in the report as they have been in the past. The Manager indicated he unfortunately omitted them. He will provide them on the next report.

Issues with MPU related to take or pay and their invoice representing an amount owed under the terms of the contract were discussed. The Manager noted that this amount is being held in reserve based on advice from legal counsel, however, noted that take or pay did not appear to be included in the PSC approved rate tariff and as such may not be an authorized charge in spite of being in the contractual agreement.

The Manager also noted that the master meter remains inaccurate at low flow rates and varies when different pumps are operational. As of yet, no fix has been proposed. A letter has been sent to MPU asking for an update and resolution. When asked if a formal request to the PSC would expedite this situation, the Manager indicated that it, if possible, it should be resolved directly with MPU. CBCWA is hoping to find fair resolutions to their contractual issues with MPU.

Old Business:

1. None

Next Meeting:

1. **Agenda Items for the March 13, 2018 Meeting:**

Motion made by Bellevue, seconded by Howard to adjourn at 2:45 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription