

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, April 18, 2018 at the DePere City Hall, 2nd Floor Riverview Conference Room, 335 South Broadway, DePere, WI

Present: Bellevue-Betts, DePere-Delo, Howard-Farr, Ledgeview-Burdette
Excused: Allouez, Lawrence
Also Present: Dave Vaclavik-Manager Jenn Reichelt – The Novak Consulting Group

The meeting was called to order by President 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 DePere, seconded by Howard to approve the agenda.

MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

Approve Minutes: March 28, 2018 – To be presented at May Board meeting.

Public Comment: None

Appearances: None

Administrative Actions & Reports:

1. **Financial Reports:**

Financial reports on are on track. The Manager pointed out that Bond payments are due May 1st and will be paid in late April.

Motion made by DePere, seconded by Bellevue to approve.

MOTION UNANIMOUSLY APPROVED

5. **Pay Authorizations: Vouchers:**

Vouchers were reviewed and were found to be self-explanatory.

Motion made by Bellevue, seconded by DePere to approve.

MOTION UNANIMOUSLY APPROVED

Technical Committee Recommendations:

1. No Action Items to Report

Project Update and Status Reports:

1. **Engineer's Report:**

- **Operations Management** – McMahon is progressing on this project and a draft report has been submitted to the Technical Committee. Known projects have been incorporated into the 2017/2018 CIP. Design for the Hobart pumping station bypass has been approved by the DNR.
- **Master Plan** – McMahon has started on this project and are working on a member interconnect study.

2. **Manager's Report:**

Manager Vaclavik highlighted items from his written report including the following:

- **MPU Negotiations** – A letter has been received from MPU expressing willingness to discuss the contract. A meeting has been set for April 26th in Madison. Issues to discuss include:
 - **Replacement of CMF Plant Capacity at MPU** - MPU intends to replace their membrane filtration system by 2020. By contract, a meeting was scheduled with President Burdette, Gary Rosenbeck and the Manager at which time MPU made a PowerPoint presentation explaining their logic and plans. A response has been issued.
 - **Finished Water Master Meter** – This 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 requesting an update and resolution.
 - **MPU HVAC and Pump Optimization** – MPU has received bids for review of the HFAC and pumping systems at the finished water reservoir and pumping station. They have not moved forward as there are conflicting views of who is obligated to pay for the work.
 - **Take or Pay** –The Authority has received an invoice from MPU in the amount of \$94,219.23 representing an amount owing under the terms of contract. This amount is being held in reserve based on advice from the attorney. Apparently, take or pay was not included in the PSC approved rate tariff and, as such, may not be an authorized charge in spite of being in the contractual agreement. MPU has been informed accordingly.

Manager Vaclavik indicated that while these issues are important, the primary focus will be in clarifying contract language and establishing a sustainable rate structure and agreement.

Other items covered in the Manager's report relate to the following:

Emergency Interconnect -a revised report has been received from AECOM and is under review

Video Presentation – Videotaping has been completed and being edited. The Manger indicated he has seen the first cut and was impressed. It should be available for local use as well as inclusion in the CBCWA website soon.

Old Business: None

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New Business: None

Closed Session:

The Board may go into Closed Session pursuant to Wisconsin State Statute 19.95 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Board will then reconvene back into Open Session.

Motion made by DePere, seconded by Bellevue to move into closed Session.

Roll Call: Present: Bellevue, DePere, Howard, Lawrence

Excused: Allouez, Lawrence

MOTION APPROVED UNANIMOUSLY

Motion made by De Pere, seconded by Bellevue to return to regular order of business.

Roll Call: Present: Bellevue, DePere, Howard, Lawrence

Excused: Allouez, Lawrence

MOTION APPROVED UNANIMOUSLY

1. **Revisions to Manager Employment Contract:**

Next Meeting:

Suggested Agenda Items for next meeting on April 28, 2018.

Adjourn:

Motion made by DePere, seconded by Howard to adjourn at 4:35 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription