

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
TECHNICAL COMMITTEE

Pursuant to §19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority – Technical Committee** was held on Tuesday, July 9, 2019 at the Bellevue Public Safety Building Conference Room – 3100 Eaton Road, Bellevue, Wisconsin

Members Present: Allouez – Sean Gehin
Bellevue – Shawn Geiger
De Pere – Scott Thoresen
Howard – Geoff Farr
Lawrence – Kurt Minten
Ledgeview – Dave Strelcheck

Also Present: Nic Sparacio, Manager
Rob Michaelson – Manitowoc Public Utilities
Gary Rosenbeck – McMahan, Inc.

The July 9, 2019 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:35 p.m. by Chairman Shawn Geiger of Bellevue.

Roll Call:

1. Attendance was recorded as shown above.

Approval of Agenda:

2. Approve Agenda
Motion made by De Pere, seconded by Lawrence to approve the agenda.
MOTION UNANIMOUSLY APPROVED

Approval of Minutes:

3. There were no questions or comments on the June 11, 2019 minutes.
Motion made by Ledgeview, seconded by Lawrence to approve the June 11, 2019 minutes as presented.
MOTION APPROVED UNANIMOUSLY

Appearances:

4. None

Communications:

5. None

Agenda Items:

6. Project status updates
 - a. **Water System Improvement projects**

Manager Sparacio reported on the pre-construction meeting that was held earlier in the day. Follow-up is needed relative to connectivity to controls systems for any alarms on the chlorine automatic shut-off systems. Rob Michaelson noted that the chlorine systems are entirely on the local utility side of the connection stations. Each of the local utilities will need to determine whether they have availability for an additional input from the new automatic shut-off systems.

b. Local-level emergency interconnections

Gary Rosenbeck stated that he has drafted a scope of work on this task, and he continues to work with Sparacio on refining the draft. Once it is ready, it will be made available to everyone for review and comment. He further explained that the work scope will include an element related to differences in water quality between member wells and how that affects the sharing of water for emergency supply.

c. Manitowoc Pump Station Optimization project

Sparacio reported that the project continues in the data gathering phase through the month of July. Rosenbeck added that the future demand figures have been provided to Jacobs as discussed last month.

d. Transmission system operation and maintenance

Sparacio reported that MPU has started work on this item and he will be meeting with MPU staff later this month. We should have some progress to report in the near future.

e. Sensus AMI software updates

Sparacio has talked with George Bowens from Sensus and now understands that there is some communication hardware in the Village of Howard that is being updated. Once that is complete, the AMI software upgrades can be activated.

f. Fiber outage and alternatives

Sparacio and Michaelson met with Rick Vincent on June 28 to review Nsight's response to the outage. Sparacio reported that the meeting was very productive and was left with the impression that Nsight responded to the outage as well as they could have. This was an unusual situation, and there are some lessons learned as a result.

One of the key lessons was that there is no detailed mapping of the fiber network connectivity. We have maps of where the fiber infrastructure is located, but we do not have detailed mapping showing exactly how the connection stations and splices communicate with each other. This is a specific skill set, and Vincent will be getting back to us with a recommendation on local consultants that can create this kind of map.

Michaelson stated that he will reach out to EFI, the firm that originally constructed the fiber network, to inquire as to whether they have this information. Sparacio will report back to the Technical Committee on the scope and potential cost of having a detailed network map created once we have been provided some consultant contacts by Nsight.

7. Storage location for the 48-inch valve

The Water Authority had requested that McMahon analyze the storage specification, compare the available sites, and make a recommendation on where to best store the pipeline repair materials. Sparacio distributed a memo from McMahon providing this analysis and recommendation. After allowing some time for the members to review the memo, Sparacio stated that the recommendation is to store the materials in a Manitowoc Public Utilities (MPU) location. The base of one of their fluted-column water towers would be well suited to this purpose, and MPU has agreed to allow this. A no-cost change order will be required for this purpose, as the project specifications stated that the final storage location would be in Allouez.

Thoresen asked for clarification on whether the material could be stored in a cold environment. He recalled past discussions where freezing was a concern. Rosenbeck stated that this was addressed, and McMahon obtained written confirmation from the manufacturer that the materials can indeed be stored in cold conditions. They need to be inside, but they can be exposed to freezing.

Michaelson confirmed that MPU is able to provide the location, but the Water Authority would be responsible for ongoing maintenance like replacing the desiccant and keeping the plastic seal intact.

Sparacio asked if there were any additional questions that the memo does not answer. No action is needed at this time, as the change order will come back for action at a future meeting. There was a consensus that the recommendation to store the materials in Manitowoc is acceptable.

8. Water sales report through June 30, 2019

Sparacio provided highlights from the monthly water consumption report. May and June were both well below 2018 water consumption and is likely a result of the wet spring and early summer we are experiencing. We are now tracking closer to 2017 water consumption levels and projecting a significant take-or-pay charge from MPU once again. He then reviewed local variations in water consumption versus budgeted consumption.

9. Flow projections for 2020 Budget

Sparacio reviewed a five-year history of budgeted flow projections versus actual water consumption, two alternative 10-year projections for future water consumption, and the status of budgeted flows relative to contract minimums for each community. It was further discussed that the local contract minimums are only applied for true-up purposes if the Authority as a whole consumes less than the sum of the local contract minimums. No future projections are showing consumption dropping that low. While this is unlikely to happen, we do have the opportunity to adjust contract minimums again, since it has been more than three years since the last adjustment. The Village of Howard is projected to drop below its contract minimum by the end of this year, so we should continue to monitor this with each annual budget.

Discussion ensued relative to past adjustments of the contract minimums and flow projections for 2019. Allouez, De Pere, Howard, Lawrence, and Ledgeview provided their preliminary budgeted flows. Bellevue will provide its preliminary flow projection within the next two weeks.

10. Growth Management Task Force

Sparacio presented an outline of the anticipated work of the Growth Management Task Force including process elements, major tasks, and a preliminary meeting schedule. He would like one additional Technical Committee member perspective to participate in this process. Representation from one of the more rapidly growing communities would be an ideal addition. Kurt Minten is willing to participate in the process.

Old Business:

11. None

Next Meeting:

12. Agenda Items for the August 13, 2019 Meeting:

The following potential agenda items were identified.

- Status of chlorine analyzer reagents
- Update on SPLASH Study

Adjourn:

Motion made by Lawrence, seconded by Ledgeview to adjourn at 2:25 p.m.

MOTION UNANIMOUSLY APPROVED

Respectfully submitted,
Nic Sparacio, Manager