

**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, August 8, 2017 at the Municipal Service Building Conference Room – 925 6<sup>th</sup> Street, DePere, WI

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Present: Allouez-Berndt, Bellevue-Geiger, DePere-Thoresen,  
Lawrence-Minten, Ledgeview-Tenor  
Excused: Howard  
Also Present: Dave Vaclavik-Manager  
Gary Rosenbeck – McMahan, Inc.

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The August 8, 2017 Central Brown County Water Authority-Technical Committee was called to order at 1:30 p.m. by Chairman Scott Thoresen.

**Roll Call**

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

**Approval of the Agenda**

**Motion made by Allouez, seconded by Lawrence to approve the agenda.**  
**MOTION UNANIMOUSLY APPROVED**

**Approval of Minutes**

Regular Meeting Minutes of July 11, 2017.

Special Meeting Minutes of July 26, 2017 to be addressed on 8-8-17.

**Motion made by Lawrence, seconded by Allouez to approve the minutes of the regular meeting held on July 11, 2017.**

**MOTION UNANIMOUSLY APPROVED**

**Appearances** - None

**Communications** – None

**Agenda Items:**

1. **CBCWA Master Plan/Emergency Connections:**

The Manager reported that he and President Burdette recently met with the Green Bay Water General Manager, Nancy Quirk. He explained there is presently a window of opportunity as Green Bay is in the process of updating their Master Plan. He expects a response from them after criteria and a quote for

engineering work from AECOM is known. This work will consist of adding point loads to an existing model, although Mr. Berndt noted there may be additional costs related to capacity, treatment system/plant upgrades, etc. that will need to be evaluated and figured in. These potential revisions and options were discussed, in addition to effect on a future rate structure.

Mr. Rosenbeck stated after the last meeting he sent out an email asking if anyone was interested in discussion regarding max day demand. He indicated he received revisions for 2030 from Allouez and DePere. He informed the committee that demand from 2012 to 2016 decreased approximately 1 million mgd. Rosenbeck also noted that possible pipe connections from MPU to the Green Bay area if used for max day demand appear to have adequate capacity. Vaclavik noted other options to receive water from Ashwaubenon and Hobart that exist, pointing out possible connection points. Rosenbeck asked that this discussion be added to a future agenda.

2. **Water Sales Report through May:**

The Manager reported that water sales, although up somewhat from last year, are overall down for the year. Much of this he explained is due to repair of leaks. There is a discrepancy in the Howard meter reading from their Village-owned check meter which will undergo additional testing.

Vaclavik noted it may be time to change contract minimums for flow and take or pay, stating that Hobart is getting close to their minimum. There has been past discussion about revising minimums, and the Manager suggested this be a future agenda item.

*(#5 taken next although shown in proper format here)*

3. **CBCWA Rate Calculation and Stabilization Process:**

Vaclavik indicated that the preliminary budget document will be distributed to members shortly. The budget reflects a deduction in total expenditures of approximately \$40,000. User fee revenues are anticipated to increase by 0.48%. He suggested that the member meeting to discuss the budget be held until the regularly scheduled September meeting.

He noted that amendments have been made to the true-up rate stabilization, explaining that the projected member rate for 2018 is \$4.95, with a rate stabilization rebate of 39 cents per thousand gallons. Maximum impact will be \$4.57 – a 3% increase over 2017. The O&M rate dropped one cent and the capital rate increased 3 cents over last year. When considering water rate stabilization contributions, the rate stabilization payment for 2018 will be \$918,000. The Manager indicated these payments will end in 2021.

4. **Preliminary 2018 Member Charges:**

Based on the \$4.95 rate and security funds, total month member bills were determined. These numbers were then offset by true-up adjustments.

Thoresen asked for an explanation of engineering (project specific) and attorney services (budget line item). The Manager indicated that \$1.2 million will be transferred from reserves into the budget in 2018, part rebate and part support for capital projects, none of which will impact rates.

5. **2018 CIP:**

The Manager addressed the 2018 CIP budget, noting that as negotiations with MPU are unknown at this time as relate to certain projects, many of them will be paid out of budget reserves, therefore, not effecting rates. He noted that projects may change if there is an agreement reached with Green Bay, therefore, he has added \$100,000 to the 2018 budget for possible engineering services.

The Manager reported that he and Authority President Sara Burdette have a meeting scheduled with Nilaksh Kothari of MPU, along with the MPU Board President and Vice President to discuss various issues.  
*(Back to #3 on the agenda)*

6. **Project Updates:**

a. **Facilities Maintenance Project:**

Mr. Rosenbeck indicated that the last punch list item consisted of a door that needed to be replaced.

b. **Hobart Bypass:**

Mr. Rosenbeck indicated that the project was scheduled to be bid in about a month

**Old Business** - None

**Next Meeting:**

1. **Agenda Items for the September 12, 2017 Meeting**

- Possible future interconnection points.
- Minimum flows and take or pay.

**Adjourn:**

**Motion made by Allouez, seconded by Ledgerview to adjourn at 2:35 p.m.  
MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,

Rae G. Knippel  
Transcription