

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 14, 2018 at the Howard Public Works Facility Conference Room – 1336 Cornell Road, Howard, Wisconsin

Present: Allouez – Sean Gehin, Bellevue – Shawn Geiger,
DePere – Scott Thoresen, Lawrence – Kurt Minton,
Ledgeview – Dave Strelcheck
Excused: Howard – Geoff Farr, Bellevue – Dave Betts
Also Present: Nic Sparacio – CBCWA, Gary Rosenbeck – McMahon, Inc.,
Rob Michaelson – MPU

The August 14, 2018 Central Brown County Water Authority – Technical Committee Meeting was called to order at 1:30 p.m. by Manager, Nic Sparacio.

Roll Call

Call the Roll for Attendance. Roll Call taken as recorded above. Since the Chair and Vice Chair of the Technical Committee are both excused, Sparacio requested the immediate past chair to serve as the acting chair for this meeting. Scott Thoresen agreed to chair the meeting.

Approval of the Agenda

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

Approval of Minutes

Sparacio noted that the July 10, 2018 minutes needed a correction in the attendance. Rob Michaelson of MPU attended that meeting but was not recorded in the attendance.

Motion made by Lawrence, seconded by Ledgeview to approve the July 10, 2018 minutes as corrected. MOTION UNANIMOUSLY APPROVED

Appearances - Rob Michaelson, Manitowoc Public Utilities, to discuss Locator and First Responder local agreements. Michaelson explained the purpose of the agreement is to allow for member communities to charge back to MPU for assistance with certain operational and maintenance activities including first responder services, locating services, and lawn care and snow removal. Rates for such charges are set in the agreement. Currently, Howard and Allouez have agreements on file with MPU. Michaelson wanted to share this information for

awareness and to encourage other communities to consider having agreements on file with MPU for the work they are doing.

Thoresen stated that there has been good cooperation between MPU and the member communities on the operation and maintenance of the CBCWA facilities. Minton stated that the charges for these services have typically been so small, that Lawrence has not seen a need or benefit to charge costs back to MPU.

Communications – None

Agenda Items

1. **Annual corrosion survey report:**

Manager Sparacio stated that the corrosion survey was completed in July, and key components of the report are attached in the agenda. NIS found one area of concern on the north end of the Manitowoc River crossing where continuity in the current system is showing signs of potential disruption.

Thoresen asked why these concerns are being seen now and were not in the past. Rosenbeck stated that he asked the same question of NIS, and further explained that the potential disruption has to do with the flanges between the ductile iron and steel pipe sections on both sides of the River. If current is not continuous across the flanges, then the corrosion protection system may not work properly. This loss of continuity can develop over time.

Rosenbeck noted that the report found some inaccessible test stations due to overgrowth and jammed covers in the roadway. These issues will be forwarded to MPU for follow up.

Motion made by DePere, seconded by Ledgeview to approve the Engineering Agreement with McMahon Associations, Inc.
MOTION UNANIMOUSLY APPROVED

2. **Proposal for Troubleshooting and Interference Testing from NIS:**

Sparacio explained that the proposal from NIS is in response to the issues noted in the report. In addition, NIS noted issues with an impressed current station and potential conflict with a nearby WPS current system. NIS will address this WPS conflict as well. The estimated cost is not to exceed \$9,600. Rosenbeck explained that he had concerns with the cost, so this was discussed with NIS. The estimate is a little high due to some unknowns in scheduling with WPS, but NIS has a good track record of getting work done below the estimates they provide. He is recommending approval of the proposal.

Motion made by Ledgeview, seconded by De Pere to recommend approval of the Proposal for Troubleshooting and Interference Testing from NIS.

MOTION UNANIMOUSLY APPROVED

3. 2019 Capital improvements and Budget:

Sparacio presented the draft Capital Improvement Plan for the 2019 budget. He noted that several projects are carried forward from previous CIPs, two projects are new, and several projects are in negotiations with MPU. While the total for capital projects is \$855,000, the impact to the budget should be reduced to the members by utilizing reserves to pay for a portion of the projects. Any CIP funds that can be carried forward will also reduce the impact to the budget, but more information is needed from our auditors on both of those options. The Committee reviewed the project list and did not have any changes or additions.

Motion made by Lawrence, seconded by Allouez to recommend to approval of the draft Capital Improvement Plan for inclusion in the 2019 budget.

MOTION UNANIMOUSLY APPROVED

Sparacio continued with an update on the overall budget process. There will be a small increase in the rates presented in the proposed budget. The member rate proposal will reflect a 1.6% increase over 2018, and the stabilized rate, as designed, will reflect about a 3% increase over 2018. Major factors contributing to the budget proposal are the extensive CIP projects and the need for consulting support to execute a number of projects that are already underway. Whether or not the rate stabilization process continues to be implemented will be a decision for the Board. It was originally designed to smooth the impact of increased debt payments until 2021.

4. McMahon Task Order 2, Pump Bypass Piping at Howard Booster Station:

Rosenbeck stated the purpose of this contract is to move remaining work on this project from McMahon Inc. to McMahon Associates. There was a logical break-point between design phase services and the bidding phase. So the new contract will pick up with bidding and go through construction.

Rosenbeck further explained that it was previously thought that the Howard Booster Station Bypass was dependent on changes to other controls in the water system. He has now learned that this project can proceed on its own. Completing this project will create significant energy savings by reducing use of the booster pump, and the project is ready to bid. Minton stated that it will also assist in Lawrence and De Pere by providing increased pressures at their connection stations.

Thoresen asked how much was expended under the current contract. Rosenbeck responded that he can provide this information. It was noted that the existing Task Order can also be terminated with this action.

Motion made by Ledgeview, seconded by Lawrence to recommend termination of McMahon Inc. Task Order #25, approval of McMahon Assoc. Task Order #2, and authorization for McMahon to bid the project.

MOTION UNANIMOUSLY APPROVED

5. McMahon Task Order 3, Control Modifications at MPU Finished Water Pump Station:

Rosenbeck stated the purpose of this contract is to move remaining work on this project from McMahon Inc. to McMahon Associates. The work is related to the various capital projects contemplated at MPU in order to improve operational efficiency for CBCWA.

Michaelson stated that MPU's position on these projects is that CBCWA will not design projects within MPU facilities. If these projects are to proceed, MPU will design them. Sparacio stated that continued discussions with MPU are under way to attempt to resolve these issues. We need to determine the extent of involvement, as CBCWA wants its engineer involved when paying for a project.

Thoresen asked for clarification of ownership of the facilities at MPU. Michaelson responded that everything on MPU land is owned by MPU including the filtration system, the finished water pump station, the intake pipes. Rosenbeck responded that the CBCWA funded improvements are contributed assets. Rosenbeck recommends no action on this contract until the issues are resolved.

6. McMahon Task Order 4, Automated Chlorine Shut-Off System Improvements:

Rosenbeck stated the purpose of this contract is to move remaining work on this project from McMahon Inc. to McMahon Associates. Task Order 27 previously covered this project. The Design Phase was completed, invoiced, and paid. This new Task Order #4 will cover Bidding and Construction Phase services. Rosenbeck explained that installation and set-up costs for the nine shut-off systems is estimated at \$90,000 to \$120,000. This project will include purchase and mechanical installation of the shut-off systems, electrical (control) installation, and integration into each connection station's SCADA system. Additional shut-off systems may be installed in Member-owned Stations.

**Motion made by Ledgeview, seconded by Lawrence to recommend termination of McMahon Inc. Task Order #27, and approval of McMahon Assoc. Task Order #4.
MOTION UNANIMOUSLY APPROVED**

7. **Project Status Updates:**

a. **Automatic Chlorine System Shutoff**

See #6 above. Rosenbeck indicated that the Bidding Phase will take place upon DNR approval.

b. **48" valve materials acquisition**

Rosenbeck referred to page 40, section 2.2 (a) from the DNR Study which states that the seamless pipe manufacturer . . . will be subject to acceptance by the engineer according to AWWA standards. He indicated that this refers to calculations for wall thickness used in the pipe which will be similar to what is already there.

c. **Green Bay Water Utility Interconnect Study**

After meeting with the GBWU on July 13th, Mr. Rosenbeck drafted a letter to them relative to their questions on cost of the various options. Sparacio stated that he will be follow-up with Nancy Quirk to determine if it financially makes sense to move forward with an interconnection.

d. **Leak Detection**

Rob Michaelson referred to the agreement/warranty the CBCWA has with S.J. Lewis which will expire the end of the year. It is the intent of the Authority to check for leaks on the 48" butterfly valves before that expiration date. Under the O&M contract between the Authority and MPU, MPU is required to perform a computerized leak survey by a third party. Michaelson stated he has been unable to find a third party to perform this work with the access points available. He indicated that M.E. Simpson is able to perform a study this fall which will report any abnormalities, however, it will not be computerized.

Rosenbeck stated this appears to be a better idea than what was done in the past where the system had to be shut down.

e. **Utility Cooperation and Collaboration Study**

Sparacio reported there was good cooperation from the various communities at the kickoff meetings held in July. He reminded members that data collection is due on August 17th. The contract for the study will be going before the Board later this month.

- f. **Cla-Val maintenance**
Rosenbeck stated he has not heard from Allouez, Howard or MPU with a list of their Cla-Val data. August 24 was set as the final deadline. Rosenbeck added that the intent is to get one proposal for service from Dorner.

8. **Water Sales Report through June 30, 2018:**
Manager Sparacio referred to the water sales report attached in packet material, stating that July has been the biggest water sales month since July of 2014.

Old Business: None

Next Meeting:

1. **Agenda Items for the September 11, 2018 Meeting:**
None identified.

Motion made by Lawrence, seconded by Ledgeview to adjourn at 2:50 p.m.
MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Nicolas Sparacio
Manager

Rae G. Knippel
Transcription