

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 Friday, December 8, 2017 at the Municipal Service Building Conference Room – 925 6th Street, DePere, WI

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

The December 8, 2017 Central Brown County Water Authority-Technical Committee was called to order at 1:37 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

November 14, 2017

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

MOTION UNANIMOUSLY APPROVED

Appearances - None

Communications – None

Agenda Items:

1. **Proposal from McMahon, Inc. in an amount not to exceed \$7,500 to determine the most appropriate location to replace a 48” valve; to estimate the cost (engineering and implementation) of installation and the inspection of the pipe on each side of the valve; and to issue a recommendation as to whether and when to include the project in a future CIP:**

Mr. Voogt explained that at the request of the Technical Committee at their last meeting, McMahon has developed a proposal outlining the next steps that could be taken to develop a plan for implementation of an emergency repair procedure on the 48- pipe line. Five tasks were outlined as follows:

1. Develop a procedure for acceptance and long-term storage and maintenance of all procured equipment and materials required for replacement of the 48-inch valve and associated appurtenances. Long-term storage locations will be identified. Valve and gasket manufacturers will be consulted for advice for long-term storage considerations.
2. A route review of the 48-inch pipe and specific valve locations will be conducted in concert with current understanding of documented areas where construction practices and procedures were of concern. That review, conducted with input from Manitowoc Public Utility (MPU) personnel and documents from the construction process, will be used to identify the location of most concern for valve replacement. Site access for construction will also need to be considered. Issues relating to construction permitting will be identified.
3. Provide a step-by-step procedure for pipe line shut down, provide a backup supply and emergency response procedure to member communities, valve removal and replacement. Installation of appurtenances, pipe line inspection and protocol for examination of the pipe line coating for defects, identification of repair procedures for any identified necessary repairs, and procedure for return of the system to operation.
4. Consult with reputable construction contractors to assist in the development of construction costs, project scheduling and construction issues that will need to be addressed in the development of Construction Documents. Consult with the Wisconsin Department of Natural Resources (DNR) to assist identification of any regulatory issues, with specific emphasis on procedures for returning the pipe line to service.
5. Prepare a project summary detailing the risks, cost, issues and benefits of proceeding with replacement of a 48-inch valve section. Provide recommendations for storage for future valve replacement materials. Final project recommendations will incorporate CBCWA Technical Committee input and comment.

After discussion and acceptance of this proposal in the amount of \$7,500, McMahon will prepare a Task Order.

Discussion by the committee resulted in the consensus to move forward with acceptance of the proposal.

Motion made by Allouez, seconded by DePere to approve the proposal from McMahon, Inc. in an amount not to exceed \$7,500 to determine the most appropriate location to replace a 48" valve; to estimate the cost (engineering and implementation) of installation and the inspection of the pipe on each side of the valve; and to issue a recommendation as to whether and when to include the project in a future CIP. MOTION UNANIMOUSLY APPROVED

2. **Proposal from McMahon, Inc. for engineering services associated with the acquisition and installation of automatic chlorine system shutoff modifications at the connection stations:**

Task Order #27 was distributed for committee review.

Project Description:

Gas chlorine systems are utilized at nine metering/connection stations to supplement chlorine residual in the supply water from MPU. The CBCWA and the member communities desire to install automated emergency shut-off devices at each of the gas chlorine systems. 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 metering/connection stations' supervisory control & Data Acquisition (SCADA) system.

A suggestion was made by Mr. Berndt to add pending code requirements.

Specific Tasks under this Task Order include:

- Design Phase Services - \$6,000
 - Bidding Phase Services - \$2,000
 - Basic Construction Phase Services - \$11,000
- Total of \$19,000 Time & Expense.

As there were questions as to whether the above information and numbers were accurate, it was suggested there be no action at this time and that the item be put on the next agenda for future consideration.

3. **Preferred Controls Quotation for PLC Upgrading and Programming:**
Mr. Voogt referred to the recently received proposal from Preferred Controls Corporation regarding the Manitowoc FWPS and the CBCWA Howard Booster Station.

Notes from Mr. Rosenbeck related to possible updates to the FWPS PLC Hardware Spares and Howard Booster Station Modifications - (\$13, 827 to

\$18,007) were discussed. The Manager suggested approval based on attorney review.

Motion made by Allouez, seconded by DePere to accept the Preferred Controls Quotation for PLC Upgrading and Programming in the amount of \$76,740, subject to attorney review.

MOTION UNANIMOUSLY APPROVED

4. **Project Status Updates: Hobart Pumping Station Bypass:**

Manager Vaclavik addressed these items as follow:

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

Mr. Rosenbeck to send information to members regarding this item.

b. **Green Bay Water Emergency Service connection Study Status:**

Waiting for a second meeting to be scheduled with AECOM. The Manager opined that a decision on emergency connection services will be made after numbers and other provisions are in place. At this time, three connections are being considered.

c. **Hobart Bypass:**

Mr. Voogt reported that the bypass has received State approval, recommending bids be advertised for a late January opening.

d. **48" Valve and Installation Materials Acquisition:**

No update at this time.

5. **Water Sales Report through November:**

The Manager reported that sales continue to be behind (1.5%) from last year. He explained the effect this will have on true-up charges and rebates, in addition to the rate stabilization fund, and other billing/budget practices.

When asked the status of recruitment for the Manager position, Vaclavik stated that the Board has asked him to develop a job description and that at this time they are considering a half time position, someone with more administration/management background than engineering and with a background in water utility.

6. **Election of 2018 Officers:**

Motion made by DePere, seconded by Allouez to nominate Geoff Farr of Howard as Chairman of the Central Brown County Water Authority. Nominations closed and Geoff Farr elected by unanimous ballot. MOTION UNANIMOUSLY APPROVED

Motion made by Allouez, seconded by Lawrence to nominate David Betts as the Vice-Chairman of the Central Brown County Water Authority. Nominations Closed and David Betts elected by unanimous ballot. MOTION UNANIMOUSLY APPROVED

7. 2018 Proposed Meeting Schedule and Location:

The 2018 meetings of the CBCWA Technical Committee will be held at the Howard Department of Public Works the second Tuesday of the month at 1:30 p.m. unless otherwise noted on the schedule.

Old Business:

1. None

Next Meeting:

1. Agenda Items for the January 9, 2018 meeting.

- Proposal from McMahon for engineering services associated with the acquisition and installation of automatic chlorine system shutoff modifications at the connection stations. (#2 above)
- Cla-Valve maintenance

Motion made by Bellevue, seconded by Allouez to adjourn at 3:09 p.m. MOTION UNANIMOUSLY APPROVED

Respectfully submitted,

Rae G. Knippel
Transcription