

**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, December 9, 2016 at the Allouez Village Offices, 1900 Libal Street, Green Bay, WI

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Present: Allouez-Berndt, Bellevue-Balke, DePere-Thoresen, Howard- Farr,  
Excused: Lawrence-Bartelt, Ledgeview-Pansier  
Also Present: Dave Vaclavik-Manager  
Don Voogt – McMahan, Inc.

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The meeting was called to order by Chairman Craig Berndt at 1:33 p.m.

**Roll Call**

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

**Approval of the Agenda**

**Motion made DePere, seconded by Howard to approve the agenda as presented.**  
**MOTION UNANIMOUSLY APPROVED**

**Approval of Minutes**

October 11, 2016

**Motion made by Howard, seconded by Bellevue to approve the minutes as presented. MOTION UNANIMOUSLY APPROVED**

**Appearances**

1. Bill Balke introduced Shawn Geiger who has been hired to fill the vacancy left by Glen Simonson's retirement in the Village of Bellevue.

**Communications** – None

**Agenda Items:**

1. **Consideration of McMahan, Inc. Task Orders:**  
Mr. Voogt explained the following four task orders included in the CIP for 2017:
  - a. Task Order # 23 - Engineering for VFDs or VFD Transfer Switch at the MPU FWPS in an amount not to exceed \$25,500. Note that this project does not include construction services as it is listed as a tentative project in the 2017 CIP.

Project Description - The Manitowoc Public Utilities (MPU) currently operates with four pumping systems. Current operational strategy and customer water demand requires the use of Pump 1 during On Peak power periods and Pump 3 during Off Peak power periods. Pump 3 has operated on a nearly 24-hour/day basis since system operation began in 2007, and currently logged more than 80,000 operational hours; suggesting the time for

replacement or repair. The use of Pump 2 or pump 4, operating without a VFD, is not desirable as flow control can only be accomplished with passing of excess flow back to the reservoir; thereby wasting energy. The current operational strategy suggests implementation of a pumping energy reduction plan, suggesting the need for continued use of 8 mgd pumps with a VFD.

- b. Task Order # 24 - Engineering for HVAC Modifications at FWPS in an amount not to exceed \$10,000.

Project Description - Non-pumping house electrical loads at the Finished Water Pump Station (FWPS) approach 1-million kilowatt-hours (kWh) per year. An investigation into this excessive energy consumption pointed to the Heating, Ventilation, Air Conditioning (HVAC) system in the Pump Station. The existing HVAC system for the FWPS was evaluated, and it was determined the existing HVAC system is significantly oversized for the room that it is designed to condition. It has been recommended the existing air handling unit be replaced with a properly sized unit that would also be capable of variable capacity and energy saving modes of operation. This project will consist of replacing the existing 25,200 cfm, 75-ton rooftop air handling unit with a new 11,000 cfm, 30-ton unit. There is a possibility of receiving partial grant support from Focus on Energy.

- c. Task Order #25 - Engineering for Bypass Piping at Howard Booster Station in an amount not to exceed \$15,000.

Project Description – An operational test was conducted at the Howard Booster Station in September 2016 to observe downstream discharge pressure increased and the pumping system off-line. It was observed that a flow of up to 1,800-gallons per minute (gpm) was possible without pumping, which is greater than average day requirements. This project will consist of the installation of a dedicated pump system bypass line and motorized valve at the Howard Booster Station. Controls will be modified to allow operations to open the bypass line valve locally or remotely.

- d. Task Order #26 - Engineering Support for Pump Control Programming Modifications at FWPS in an amount not to exceed \$8,000.

Project Description – As a result of the construction of the new Central Water Storage Facility, and as a result of an Optimization Analysis performed on the pumping sequence at Manitowoc Public Utility (MPU) Finished Water Pump Station (FWPS), programmable Logic Controller (PLC) and Supervisory Control & Data Acquisition (SCADA) programming changes are needed at the FWPS. These changes will allow for automation of the pumping system by varying pump speed and pump starts/stops to take full advantage of lower time-of-day energy costs.

Questions related to the above Task Orders were discussed by the committee with a motion to approve. It was confirmed that these Task Orders will fit under the General Services Agreement with McMahan, Inc.

**Motion made by DePere, seconded by Howard to approve Task Orders:**

**1a - # 23 - Engineering for VFDs or VFD Transfer Switch at the MPU WPS in an amount not to exceed \$25,500. Note that this project does not include construction services as it is listed as a tentative project in the 2017 CIP.**

**1b - # 24 - Engineering for HVAC Modifications at FWPS in an amount not to exceed \$10,000.**

**1c - #25 - Engineering for Bypass Piping at Howard Booster Station in an amount not to exceed \$15,000.**

**1d - #26 - Engineering Support for Pump Control Programming Modifications at FWPS in an amount not to exceed \$8,000.  
MOTION UNANIMOUSLY APPROVED**

**2. Election of 2017 Officers:**

a. Chairman

Motion made by Allouez, seconded by Howard to nominate Scott Thoresen from DePere as Chairman of the Central Brown County Water Authority. Nominations Closed. Scott Thoresen elected by unanimous ballot as Chairman of the Central Brown County Water Authority.

b. Vice-Chair

Motion made by DePere, seconded by Allouez to nominate Bill Balke from Bellevue as Vice-Chairman of the Central Brown County Water Authority. Nominations Closed. Bill Balke elected by unanimous ballot as Vice-Chairman of the Central Brown County Water Authority.

It was agreed that Technical Committee meetings in 2017 will be held at the City of DePere, Department of Public Works Department Conference Room beginning at the January 10<sup>th</sup> meeting.

**3. Water Consumption and True-Up Estimates through 11-30-2016:**

The Water Consumption Report through the end of November has been completed and distributed separately. The Manager stated that the Authority continues to be under minimum projection. A recommendation will be coming in the next few months, along with any effect on rate stabilization rates.

**4. Project Status Updates:**

a. Optimization Study – Mr. Voogt informed the Committee that McMahon is progressing on this project and a report is being drafted. Known projects have been incorporated into the 2017 CIP.

b. Storage Tank Operations and Controls

This item ties in with the Optimization Study above.

- c. NIS Corrosion Protection  
Voogt stated that the Corrosion Program began this week, however, was shut down due to cold weather and wind.
- d. Facilities Maintenance Project  
This project is under contract and shop drawings have been submitted. Pre-construction appointments are being scheduled. Ledgeview has opted out with all others, including MPU, included. Mr. Thoresen asked if the project will be coordinated with members and Mr. Voogt replied that it would be after the pre-construction appointments have been held.
- e. Green Bay Water Utility Collaboration  
The Manager reported that he met with Nancy Quirk to review and discuss the process for moving forward on an emergency interconnect project. She indicated that her Board has established a subcommittee to review the CBCWA request and that they would like more information about the intentions and what it is we are trying to accomplish. The Manager indicated that building trust between our organizations will clearly take some time and effort. He provided a draft of his response to Ms. Quirk to committee members for their review and comment.

As part of the discussion with Ms. Quirk, the issue of work orders and asset management came up. Green Bay water has implemented Citiworks which is an integrated program well respected in the industry that links work orders, asset management and GIS records together. It has enormous capabilities for both general public works and utilities. The Manager, Ms. Burdette and Mr. Farr attended a recent demonstration. Manager Vaclavik indicated it was quite impressive and he would like to schedule some time with all of the Water Authority members for a more detailed presentation, stating this is another case where collaboration could generate significant pricing discounts.

**5. CBCWA Strategic Plan:**

- a. Member Information Request – The Manager has begun work on a portion of the Strategic Plan and has forwarded a list of information he needs to Committee members. When received he will compile the information in the first quarter of 2017, followed by questions and then discussion by the Committee.
- b. Review of Tasks and Schedules  
This item relates to the various tasks and schedules previously discussed, some on time, some behind. Items relate to expansion, infrastructure & maintenance, collaboration and cooperation, training & education, operating principles, value, etc.

**Old Business** - None

**Next Meeting**

- 1. Agenda Items for the January 10, 2017 meeting:
  - a. CBCWA Website Preview

- b. Note: Beginning in 2017, Technical Committee Meetings will be held at DePere DPW Building Conference Room at 1:30 p.m.

**Adjourn:**

**Motion made by DePere, seconded by Howard to adjourn at 2:20 p.m.  
MOTION UNANIMOUSLY APPROVED**

Respectfully submitted,

Rae G. Knippel  
Transcription