

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Central Brown County Water Authority** was held on Wednesday, January 23, 2008, at the DePere City Hall – 2nd Floor - 335 South Broadway, DePere, Wisconsin

Present: Allouez, Kopish; Bellevue-Oppenheimer; DePere-DeLo; Howard-Felmer; Lawrence-Treml; Ledgeview-Burdette

Also

Present: Dave Vaclavik/Barbara Grant – Public Management Partners
Gary Rosenbeck-McMahon Associates
Scott Thoresen – Vice-Chair, Technical Committee

The meeting was called to order by President Carlene Felmer at 3:05 p.m.

Roll Call:

Call the roll for attendance.

Roll call was taken as noted above.

Approval of Agenda:

Approve Agenda

Motion made by DePere and seconded by Bellevue to approve the agenda. MOTION APPROVED UNANIMOUSLY

Approval of Minutes:

Approve Minutes – January 9, 2008

Motion made by Ledgeview and seconded by Allouez to approve the minutes. MOTION APPROVED UNANIMOUSLY

Appearances: None Scheduled

Administrative Committee Recommendations:

Ms. Felmer highlighted discussion at the meeting held this date, 1/23/08:

1. Allouez Claim:

Ms. Felmer explained that this item relates to a claim from the Village of Allouez relative to damage to their water mains resulting from a pressure surge from the CBCWA supply system. The claim was submitted to Wausau Insurance who referred it to CTE, denying responsibility for the damages. Allouez has, therefore, determined that the contract for water supply is between Allouez and the CBCWA who is, therefore responsible for these damages.

Mr. DeLo expressed concern that Wausau has shifted responsibility to CTE when CTE was not the contractor, but was actually the professional engineering service employed by CBCWA for the project. The Administrative Committee made a motion to refer to

legal counsel to review the claim to determine if it is appropriate for Wausau Insurance to shift the claim to CTE, or if they should be making a decision on behalf of the Water Authority.

Motion made by Howard and seconded by Allouez to refer to legal counsel and bring back on the next agenda. MOTION APPROVED UNANIMOUSLY

2. Review Financial Reports:

Reports were reviewed with a recommendation to receive.

Motion made by Howard and seconded by DePere to receive and place on file. MOTION APPROVED UNANIMOUSLY

3. Pay Authorizations: Vouchers

Motion made by Howard and seconded by Lawrence to accept the recommendation of the Administrative Committee to approve payment of vouchers. MOTION APPROVED UNANIMOUSLY

Technical Committee Recommendations:

Vice-Chair Scott Thoresen highlighted discussion from the 1/21/08 Tech Committee Meeting:

1. 2007 Water Consumption:

2007 CBCWA Preliminary True-Up Charge calculations were distributed. Mr. Vaclavik indicated that Rob Michaelson of MPU is in the process of getting proposals for testing all master meter stations. Because of perceived low flow discrepancies, meetings will be scheduled with DePere and Howard to discuss flow issues.

2. Proposed Agreement with Northern Environmental for continuing environmental services as required by permit:

A proposal from Northern Environmental was discussed, which is basically for services regarding evasive species in wetland areas. This contract is for two years. The Technical Committee recommended approval for two years, not to exceed \$8,000.

Motion made by Howard and seconded by Ledgeview to approve the proposed agreement with Northern Environmental for continuing environmental services as required by permit for 2008-2009, not to exceed \$8,000. MOTION APPROVED UNANIMOUSLY

3. Contract C Riser Pipe Status:

No Action

4. Proposed Progress and Status Report:

a. Corrpro:

Mr. Rosenbeck attempting to reach this company

b. Air Relief Valves:

Mr. Vaclavik working with MPU regarding issues with air relief valves.

c. Project Close-Out Status:

No action at this time.

d. **Other:** A utility conflict with the City of DePere/Lawrence Drive is being discussed with MPU.

5. Contractor & Vendor Change Order Requests:

a. **Change Orders to EFI in an amount not to exceed \$8,735 for programming related to SCADA system improvement needs identified by MPU:**

A former recommendation by the Technical Committee is brought back with modifications not to exceed \$8,735 for programming related to SCADA system improvement needs identified by MPU. Mr. Vaclavik pointed out that several items were cut by MPU for a total of approximately \$4,300 from the original cost.

Motion made by Howard and seconded by DePere to approve Change Order to EFI in the amount not to exceed \$8,735 for programming related to SCADA system improvement needs identified by MPU. MOTION APPROVED UNANIMOUSLY

Project Update & Status Reports:

1. Engineer's Report:

Gary Rosenbeck reported that he and Mr. Vaclavik met with Michels construction in an attempt to resolve issues. He will have a recommendation at the next Technical Committee meeting. At this time all claims have been denied by CTE. He has also met with PTS, and will be meeting with Dorner and SJ Lewis to resolve outstanding issues and liquidated damages. In addition, discussions continue with MPU regarding air valve modifications.

2. Manager's Report:

Mr. Vaclavik reported that valve and design issues continue to be discussed with Attorney Kobza. Resolutions have been received relative to the Water Purchase Agreement and are being copied along with the modified agreement which will be forwarded to all members in the near future.

Rebates related to true-up charges were discussed with the consensus being to wait until calibrations are complete before issuing rebates.

Motion made by DePere and seconded by Bellevue to withhold rebate payments until calibrations at master meter stations are completed estimated by the end of March. MOTION APPROVED UNANIMOUSLY

Closed Session: The Board may go into closed session to discuss pending litigation and contractor claims pursuant to Wisconsin State Statute 19.85 (1)(e), conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and/or Wisconsin State Statute 19.85 (1)(e) deliberating or negotiating the purchase of properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session. The committee will then reconvene back into open session. None

Old Business - none

New Business - none

Future Agenda Items:

Next Meeting: Wednesday, February 6, 2008 – 3:00 p.m. – DePere City Hall

Agenda:

Cold Storage Request – PMP is looking for four to five shelves to store early records of the Water Authority

Public Comment:

Adjournment:

Motion made by DePere and seconded by Bellevue to adjourn at 3:30 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Rae G. Knippel
Recording Secretary