

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 March 17, 2008 at the Allouez Village Offices – 1900 Libal Street, Green Bay, Wisconsin

Present: Allouez-Berndt; Bellevue-Simonson; Howard-Bartelt; Lawrence-Little; Ledgeview-Brosteau

Excused: De Pere

Also

Present: Dave Vaclavik – PMP; Gary Rosenbeck-McMahon Associates

The meeting was called to order by Chairman Bob Bartelt at 1:30 p.m.

ROLL CALL:

Call the roll for attendance.

Roll Call as noted above.

APPROVAL OF AGENDA:

Approve Agenda

Motion made by Allouez and seconded by Ledgeview to approve the agenda.

MOTION APPROVED UNANIMOUSLY

APPROVAL OF MINUTES:

Approve Minutes – February 18, 2008:

Motion made by Allouez and seconded by Lawrence to approve the minutes.

MOTION APPROVED UNANIMOUSLY

APPEARANCES: None Scheduled

COMMUNICATIONS: None

AGENDA ITEMS:

1. Proposal from Directional Drilling Services, Inc. for Relocation of Fiber Optic line for Grant Street Reconstruction:

Chair Bartelt explained that the City of DePere has requested relocation of fiber optic line on Grant Street which is to be reconstructed. A proposal from Directional Drilling Services (DDS) was presented in the amount of \$16,650 for these services.

Because utilities were originally designed to be on the other side of the street and then changed by the City of DePere, responsibility for relocation was addressed. Mr. Vaclavik pointed out that the CBCWA does not have legislative protection as do other utilities such as WPS. In addition, there is no formal policy on relocation. Options were discussed and suggestions made, one being to approve the contract while negotiating with DePere.

Motion made by Lawrence and seconded by Howard to approve the agreement with Directional Drilling Services, Inc. subject to negotiation of cost allocation with the City of DePere.

MOTION APPROVED UNANIMOUSLY

2. Chlorination Equipment for Ledgerview:

A question at the last meeting as to whether or not the invoice included labor was determined that it does.

3. Master Meter Test Update:

- a. **MPU Adjusted Flow:** Mr. Vaclavik explained that testing of MPU's finished water meter station has determined that it has been reading consistently low. It has been recalibrated, however, it has been suggested that readings be taken at the master meter station of the CBCWA until records show consistent accuracy.

- b. **Member Communities:** A report of the testing of all meters is expected before the end of the month.

4. Status of Locks at Master Meter Stations:

Contact has been made to investigate potential problems with locks. Mr. Vaclavik will report back.

5. MPU – Outstanding Construction Issues:

Information was distributed relative to items that MPU has continually left open and need resolution.

- Valves not being greased.
- Air release valves
- Locating ability – areas still exist that cannot be located.
- Transfer switch issue
- EFI has completed the Contract F punch list, although new problems exist

- EFI has not addressed most recent change order and MPU has requested a meeting to resolve
- Acknowledgement of riser pipe issue
- Issue with O&M manuals
- Issue of 48" valves and bolts
- Some of the water main/pressure test results are missing
- Issues with pumping of sand pipes
- Cost items associated with project conflicts

6. EFI Substantial Completion:

August 2, 2007 has been suggested as a date for EFI substantial completion.

Motion made by Ledgeview and seconded by Howard to recommend acceptance of the date of 8/2/2007 for EFI substantial completion.

MOTION APPROVED UNANIMOUSLY

7. Emergency Response Plan Contract Amendment and Status:

Mr. Rosenbeck reiterated that when developing an emergency response plan, area emergency management agencies, fire chiefs, and operators have requested that the plan incorporate NIMS (National Incident Management System) requirements. Time and expense to comply with this request has added an additional \$5,528.01. There was a lengthy discussion as to why McMahon proceeded before receiving an okay to move forward. Mr. Rosenbeck responded that although he should have probably brought it to committee first, it was felt NIMS should be part of the plan. A recommendation was made to approve payment.

Motion made by Lawrence and seconded by Ledgeview to recommend approval of the amendment to the Emergency Response Plan Contract of McMahon & Associates in the amount of \$5,528.01.

MOTION APPROVED UNANIMOUSLY

8. Corrpro Status Report:

Mr. Rosenbeck reported that Corrpro still has not completed their work. He will continue to try to work with them regarding continuity issues.

9. Air Release Valve Modification Plan:

Mr. Rosenbeck stated that a three year plan is being suggested to modify valves. The plan is to begin with the air vacuum valves and continue in the second and third years until are all done. A meeting will be held with the Manitowoc County Highway Department to discuss the process and develop a proposal.

10. SJ Lewis Claim:

An amount of \$139,000 is being claimed for restoration work with Manitowoc County Highway Department. Mr. Rosenbeck explained the details, stating that issues related to permit requirements, etc. were not identified until after bids were opened. He will continue to sort out details, although at this time recommends not to pursue the claim of \$139,000. It was suggested that the matter be included with excess engineering issues.

11. MCHD (Manitowoc Co. Highway Department) Issues:

Mr. Vaclavik will be scheduling a meeting with the MCHD to discuss issues.

12. Howard Booster Station Electrical:

Mr. Rosenbeck explained that drawings are being developed to locate the electrical box inside the pump station as it should have been to begin with. Repair to the old box which was mistakenly placed outside was found not to be feasible. Responsibility of liability and cost is under question and will be further discussed.

13. Meter Station Sidewalks:

Issues with the concept of sidewalks in Wisconsin over the winter were brought forward by Mr. Rosenbeck.

14. Contract Status Reports:

Mr. Rosenbeck stated he had been in contact with Michels asking for direction regarding their claims. He will report back.

15. Contractor and Vendor Change Order Requests:

- a. **Change Orders for any or all contracts may be presented at the meeting if ready for consideration and action: None**

16. The Technical Committee may go into closed session to discuss the implementation of liquidated damages, excess engineering charges, change order negotiations and/or negotiation of engineering contract amendments, claims and contract time extension pursuant to 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

- a. **Recommendations Based on Closed Session: None**

17. Next Meeting:

Friday, April 4, 2008 – Allouez Village Hall

Adjourn:

Motion made by Ledgeview and seconded by Allouez to adjourn at 3:57 p.m.

MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel

Recording Secretary