

**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 June 9, 2008 at the Allouez Village Offices – 1900 Libal Street, Green Bay, Wisconsin

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**Present:** Allouez-Berndt; Bellevue-Simonson; DePere-Thoresen; Howard-Farr; Lawrence-Little, Ledgeview-Brosteau

**Also**

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

Jerry Broekman – Advance Construction

Representatives of West Electric

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The meeting was called to order by Vice-Chairman Scott Thoresen at 1:30 p.m.

**ROLL CALL:**

Call the roll for attendance.

Roll Call as noted above.

**APPROVAL OF AGENDA:**

Approve Agenda

#5a moved forward after Appearances

**Motion made by Allouez and seconded by Ledgeview to approve the agenda as modified. MOTION APPROVED UNANIMOUSLY**

**APPROVAL OF MINUTES:**

**Motion made by Lawrence and seconded by Howard to approve the minutes. MOTION APPROVED UNANIMOUSLY**

**APPEARANCES:**

**1. Advance Construction regarding Automatic Transfer Switch:**

Jerry Broekman of Advance Construction, and representatives of West Electric were present to discuss the damage to the automatic transfer switch at the Hobart station. Broekman pointed out that the switch worked for approximately one year without any problems after being approved for installation by CTE on 5/18/06, however, he alluded that after the Water Authority and MPU held a training session on 2/16/07, the door was left open and problems occurred. In his opinion Advance should not be liable because someone left the door open. Testing information from Cummins Power was distributed dated 2/1/07.

Mr. Rosenbeck explained that the real issue involves the fact that the panel that was installed (a #4) is not rated for outdoor application. He has requested documentation of a work directive which states that the owner authorized an indoor panel to be placed outdoors. Whether it was left open or not, the fact is that the panel was not installed according to specifications. Although Mr. Broekman explained that Advance was authorized by Nate Bosdeck of Mead & Hunt through CTE verbally for the installation, there is no written documentation available.

A lengthy discussion resulted in a request for the following documents:

- Inspection reports from Hobart and from MPU
- Inspection Report/Work Record that was issued by CTE
- An Electrical Evaluation by McMahon

*(#5 on the agenda taken next)*

**COMMUNICATIONS:**

1. None

**AGENDA ITEMS:**

1. **Recommendations for Chair and Vice-Chair to be considered by Board:**

Mr. Thoresen volunteered to serve as chair of the Technical Committee.

**Motion made by Howard and seconded by Lawrence to recommend nomination of Scott Thoresen as Chairman of the Technical Committee.**

**MOTION APPROVED UNANIMOUSLY**

**Motion made by Lawrence and seconded by DePere to recommend nomination of Craig Berndt as Vice-Chairman of the Technical Committee.**

**MOTION APPROVED UNANIMOUSLY**

2. **CBCWA Potential Utility Conflict with WDOT Grant Street/USH41:**

Mr. Vaclavik reported he is expecting a proposal from MPU for relocation.

3. **Replacement of Fiber Optic Section Damaged by Contractor:**

Damage to fiber optic done by Michels Construction has been repaired. A recommendation has been made that Michels be billed for this cost and they will be informed in writing.

4. **System Modeling Proposal from Advantica:**

Report has not been received – next agenda.

5. **Hobart Booster Station:**

- a. **Generator Slab** – Mr. Rosenbeck explained that Advance mud-jacked the generator slab, however, MPU found the work to be unacceptable because of cracking and settling. The contractor recognizes the issue and his warranty work is in progress.
  
2. **Sidewalks** – Although the sidewalk around the Master Meter Station was constructed to plan, it has been found it is not supported on footings, meaning it moves with frost causing damage to doors. Although all stations were constructed the same, the others are not having problems at this time. Mr. Rosenbeck was directed to get a proposal to redo the sidewalk at the Master Meter Station.

It was also pointed out that there are no gutters on any of the buildings. Discussion resulted in the consensus that each community should install their own if they desire to do so.

- c. **ATS Replacement** – N/A

*(Back to #1 on the agenda)*

## **6. Updated Meter Test Results for Member Communities:**

Because of disparity in testing at the various meter stations, EFI was contacted and have admitted that initial testing was done improperly. Meters will be rechecked by EFI using proper methodology.

## **7. 2009 Minimum Water Use for Budget:**

Information related to calculation of estimated annual water requirement for 2009 as per the Water Purchase Agreement was distributed by Mr. Vaclavik. Projections were given based on trend and using a three year average. He explained that a minimum water multiplier system is being used. Discussion with Attorney Kobza regarding this system has resulted in a suggestion to change the agreement document, allowing the Authority to set multipliers per each individual community. At this time 80% of revenue comes from true-up charges, which is a burden to some members. If a change is agreed upon, Vaclavik suggested it be done in the fall before rates are adopted. At this time rates are projection at 84 cents per 1000 gallons, an increase of 3 cents over 2008. He was asked to bring back a recommendation for language amendment for further discussion.

## 8. Locks at Master Meter Station:

Waiting for proposal, expected to be in the \$1000 range.

## 9. Contract Extension with McMahon Associates:

A spread sheet showing current and active tasks underway by McMahon was distributed beginning with work on liquidated damages and excess engineering estimates for eight contracts. Additional tasks highlighted include:

- Corrpro – A final report has not yet been received. He continues to attempt to contact them.
- Investigation of the SJ Louis claim for \$139,000 (Contract H)
- Address coordination issues with Advance Construction/EFI with MPU staff.
- Address warranty issues with Advance Construction relative to concrete walk/stoop issue; Howard generator slab settlement; Howard Booster Station Transfer Switch; and landscaping.
- Monitor remediation work by St. Norbert's contractor relating to cover problems over fiber optic cable.
- Respond/address MPU's concerns related to pipe locating; O&M manual issues; water main pressure test reports.
- Coordination with River Valley Testing related to pavement settlement issues in City of Manitowoc, ditch settlement issues, and soils investigation
- Conduct investigation regarding impact of hydraulic surges in system. Obtain proposal from Advantica for modeling proposal.
- Investigate with MPU the chlorination system operational status
- Document close-out status and outstanding issues on Contracts A,B,D, & E
- Contract Resolution
- Pre-Warranty Inspections – all contracts
- Pipeline Technical Expert
- Complete record drawings

Proposed resolution dates run from June through mid August. Mr. Rosenbeck will update this report on a monthly basis.

**Motion made by Allouez and seconded by Lawrence to recommend approval of a contract extension with McMahon Associates for 90 days, not to exceed \$20,000.  
MOTION APPROVED UNANIMOUSLY**

**10. Best Western Parking Lot Repair:**

The City of Manitowoc has informed Public Management Partners that it is not their responsibility to repair the Best Western parking lot, that it is the responsibility of Best Western. A proposal to seal coat the lot, re-stripe it, and complete patch work was estimated at \$8,000. The pre-construction videos show that the parking lot was not in good repair at the time the Water Authority authorized Michels Construction to work on this site. Mr. Vaclavik indicated there will be further discussion of a resolution.

**11. MPU Monthly Report:**

No report at this time.

**12. Corrpro Status Report:**

There still has not been any written report, although a billing was received. Mr. Rosenbeck recommended that there be no payment made until the report is received.

**13. River Valley Testing Status Report:**

Mr. Rosenbeck reported that soil investigation testing began in the last week on the north side of Manitowoc. Additional test digs are scheduled within the next two weeks.

**14. Air Release/Manhole Project Schedule and Status:**

Rosenbeck reported that bids are scheduled to be opened on July 3<sup>rd</sup> at 10 a.m. at the Village of Allouez. Project estimate is \$250,000. This is a three year plan.

**15. Contract Status Reports:**

See #9 above.

**16. 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**

- 17. The Technical Committee may go into closed session to discuss pending litigation and contractor claims pursuant to Wisconsin State Statute 19.85 (1)(g), 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 or 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.**

**Motion made by Lawrence and seconded by Allouez to enter into closed session.  
Present: Allouez, Bellevue, DePere, Howard, Lawrence**

**Excused: Ledgeview MOTION APPROVED UNANIMOUSLY**

*Recording Secretary excused 3:40 p.m.*

**Motion made by Allouez and seconded by Bellevue to return to open session.  
Present: Allouez, Bellevue, DePere, Howard, Lawrence**

**Excused: Ledgeview MOTION APPROVED UNANIMOUSLY**

**a. Recommendations based on Closed Session:**

No Action

**18. Next Meeting:**

**Monday, July 7th, 2008 – 1:30 p.m., Allouez Village Hall**

**Adjourn:**

**Motion made by Bellevue and seconded by Lawrence to adjourn at 3:55 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel

Recording Secretary