

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats., a special budget workshop of the **Central Brown County Water Authority** was held on Thursday, September 18, 2008, at the DePere City Hall, 2nd Floor – 335 South Broadway, DePere, WI

Present: Allouez, Berndt/Kopish; Bellevue-Oppenheimer; DePere-Delo;
Howard-Bartelt; Lawrence-Treml; Ledgeview- Burdette

Also

Present: Dave Vaclavik/Barbara Grant – Public Management Partners

The meeting was called to order by President Larry Delo at 3:08 p.m.

Roll Call:

Call the roll for attendance.

Roll call was taken as noted above.

Approval of Agenda:

Approve Agenda

Motion made by Bellevue and seconded by Lawrence to approve the agenda.

MOTION APPROVED UNANIMOUSLY

2009 Budget & Rate Presentation:

Below is a summary of the power point presentation give by Mr. Vaclavik on this date:

1. **Presentation and Discussion of Draft Budget Document:**
 - a. **Security Fund Status & Requirements:**
 - b. **Operating Reserve Targets:**
 - c. **Capital Reserve Targets:**
 - d. **2009 Proposed Capital Budget:**
 - e. **2009 Proposed Operating Budget:**
 - f. **Seven-Year Capital Improvement Program:**
 - a. **Proposed water rates:**

Mr. Vaclavik first covered the Security Fund, stating there will be additional charges to members when the fund drops below a minimum, and that there will be a rebate to members when the fund exceeds a three months reserve. Each member is required to accumulate two months O&M and Capital Reserve set aside in the event of non-payment. The CBCWA will pay interest based on a rate set annually by the Wisconsin Public Service Commission. For 2009, the towns of Lawrence and Ledgeview are expected to have additional security fund charges.

Reserve Policy recommendations require a three month Operating Reserve, and a \$500,000 Capital Reserve per the suggestion of Vicki Hellenbrand of Virchow Krause.

Ray Kopish (Allouez) arrived 3:16 p.m.

A \$150,000 estimate has been received to complete GIS Mapping of record drawings. Mr. Delo stated that the City of DePere has used intern students from UWGB at a rate of \$10 an hour, and suggested this option be considered. Mr. Bartelt added that the Village of Howard has their own GIS system and would be willing to work with the Water Authority to complete the record drawings. It was concluded that a representative from Howard and DePere should be invited to the next Technical Committee meeting to discuss these options.

2. **Projected Water Consumption:**

- a. **2009 Projected Consumption:**
- b. **Estimated Annual Water Requirement:**
- c. **Minimum Water Multiplier & Adjustment Factors:**
- d. **2009 Proposed Minimum Annual Water Requirements:**

Mr. Vaclavik explained that 2009 water projections are based on 7 years of data and use a 1.07 average projected multiplier. An average of three prior year flows as reported to the PSC in 2005, 2006, and 2007 were used to project minimum water requirements, considering an adjustment for loss of Eco Fiber in DePere.

3. **True-Up Charge Issues:**

If year end flows > projected – True-Up charges will be implemented.
If year end flows < projected – there will be no True-Up refund. This will be calculated separately for Capital and Operating.

Mr. Vaclavik informed the Board that there has been less water consumption than anticipated which will have an effect on True-Up charges. This is either due to higher rates, a wetter than normal spring/summer, or that new home building is down. MPU has also reported a decrease in use, although they have had no increase in rates. The Board will need to consider the possibility that there may be no rebates for overpayment for the 2008 calendar year. Rebates are only issued when revenues exceed expenditures.

Discussion regarding the Village of Hobart resulted in Mr. Vaclavik stating that the overall rate would be 9 to 10 cents less with a 3 year payback if Hobart joins the CBCWA. Mr. Vaclavik was directed to inform the Village of Hobart of a possible higher rate than they were originally quoted because of the above issue with use.

Aaron Oppenheimer (Bellevue) excused 4:08 p.m.

4. **2009 Projected Water Rates:**

- a. **Proposed Rate:**
- b. **Security Fund Adjustments:**
- c. **Projected Monthly Charges:**

Using a fixed cost rate of \$2.35 and an O&M rate of \$.95, the total 2009 rate is proposed at \$3.30 per 1,000 gallons.

Sarah Burdette (Ledgeview) excused 4:10 p.m.

Questions by Mr. Trembl relative to proposed capital projects and the use of connection fees were discussed. Mr. Vaclavik was directed to make a change in this area so that there is better clarity.

Committee Appointments:

1. **Technical Committee – Bill Balke, Bellevue**

**Motion made by Howard and seconded by Allouez to approve the appointment of Bill Balke of Bellevue to the Technical Committee.
MOTION APPROVED UNANIMOUSLY**

2. **Admin Committee – Sarah Burdette/Scott Brosteau (alternate)
Ledgeview:**

**Motion made by Allouez and seconded by Lawrence to approve the appointment of Sarah Burdette to the Administrative Committee.
MOTION APPROVED UNANIMOUSLY**

A conflict with the appointment of Scott Brosteau because of his consulting involvement was discussed. Legal counsel has recommended that Ledgeview be directed to appoint a staff alternate or a member of their Town Board to the committee.

Motion made by Allouez and seconded by Lawrence to reject the appointment of Scott Brosteau to the Administrative Committee based on advice of legal counsel and direct Ledgeview to appoint a staff alternate or a member of their Town Board. MOTION APPROVED UNANIMOUSLY

Public Comment: None

Adjournment:

**Motion made by Allouez and seconded by Howard to adjourn at 4:15 p.m.
MOTION APPROVED UNANIMOUSLY**

Respectfully Submitted,

Rae G. Knippel
Recording Secretary