

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats., special meeting of the **Central Brown County Water Authority** was held on Wednesday, October 29, 2008, at the DePere City Hall, 2nd Floor – 335 South Broadway, DePere, WI

Present: Allouez –Kopish, Bellevue-Oppenheimer, DePere-Thoresen,
Howard-Bartelt, Ledgeview- Burdette

Excused: Lawrence

Also

Present: Dave Vaclavik – Public Management Partners
Craig Berndt - Allouez

The meeting was called to order by President Larry Delo at 3:10 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 Ledgeview to approve the agenda.

MOTION APPROVED UNANIMOUSLY

Appearances:

1. None Scheduled

New Business:

1. **Discussion regarding Management Services Alternatives for 2009:**
Mr. Vaclavik distributed information relative to workload projections over the next year. He explained that the contract for management services with PMP will expire the end of this year. Hours through year end, and into 2009 were projected by PMP at a rate of \$90 per hour for professional services, \$75 for administrative work, and \$55 for bookkeeping services. At this time the CBCWA splits the rent for office space with PMP at a rate of \$350 a month.

Vaclavik stated his vision for the future of the Authority is that they will have their own staff. That individual would be directly responsible to the Board and MPU, but not directly responsible to any of the communities. He sees the position as part-time after litigation is complete, with the focus then turning to policy and customer service relative to a billing system, master agreement, along with an update to the agreement that formed the Authority. The Manager will be responsible for a \$12 million budget and in the future responsible for intergovernmental relations, marketing, public relations, etc.

President Delo highlighted options which have been discussed by the Board in the past as being full-time consultant, manager full-time, part-time consultant, or contracting with MPU or with a member community. A job description for an Executive Director or Manager was included in packet material. Delo pointed out that the role of the Authority is as a distribution company, different from a water utility who treats water, etc.

In addition, Vaclavik noted that a future role of the Water Authority could include management of individual community wells if the communities would choose not to do that on their own. A second role could include a water conservation program.

Closed Session:

1. **The Board may go into closed session to discuss contract negotiations 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 Bellevue and seconded by Allouez to enter into closed session. Roll Call:
Present: Allouez, Bellevue, DePere, Howard, Ledgeview
Excused: Lawrence
MOTION APPROVED UNANIMOUSLY**

(Mr. Vaclavik excused).

**Motion made by DePere and seconded by Bellevue to return to regular order of business. Roll Call:
Present: Allouez, Bellevue, DePere, Howard, Ledgeview
Excused: Lawrence
MOTION APPROVED UNANIMOUSLY**

a. **Recommendations based on closed session:**

Discussion during the closed session was highlighted by President Delo with him summarizing that the Board sees future focus being on the structure of the Authority. Options that were discussed resulted in the consensus that the Board appears to be leaning toward a part-time manager or consultant in the future. In the meantime, there is interest in reviewing the present contract with PMP, with the intent to extend it for six months.

After that time, the Board will most likely use a recruitment firm or send out RFP's for the management/director position, of which Mr. Vaclavik is invited to participate.

Future Agenda Items:

A closed session meeting with Attorney Kobza is scheduled for Monday, November 3, 2008 at 3 p.m. at the DePere City Hall.

Public Comment:

Craig Berndt updated the Board on the status of the Village of Hobart stating that the Technical Advisory Committee made a presentation to the Village Board on Monday, 10/27. The recommendation from the Committee to the Board was to join the Water Authority. Final decision will be made by the Hobart Board on November 5th.

Adjournment:

**Motion made by DePere and seconded by Allouez to adjourn at 4:25 p.m.
MOTION APPROVED UNANIMOUSLY**

Respectfully Submitted,

Rae G. Knippel
Recording Secretary