

**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 Monday, December 8, 2008 at the Allouez Village Offices – 1900 Libal Street, Green Bay, Wisconsin

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

**Also**

**Present:** Dave Vaclavik -PMP  
Gary Rosenbeck-McMahon

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The meeting was called to order by 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

**Motion made by Lawrence and seconded by Allouez to approve the agenda.**

**MOTION APPROVED UNANIMOUSLY**

**APPROVAL OF MINUTES:**

November 10, 2008

Change made by Gary Rosenbeck related to item #3, page 2, Repairs to Gravel Shoulder in Town of Manitowoc at an estimated cost of \$4,500. Mr. Rosenbeck indicated that he received an e-mail message from Steve Horn at PTS.

**Motion made by Allouez and seconded by Ledgeview to approve the minutes.**

**MOTION APPROVED UNANIMOUSLY**

**APPEARANCES:**

1. None

**COMMUNICATIONS:**

1. None

**AGENDA ITEMS:**

1. **Manitowoc County Request for Additional Funding – Driveway Repair:**  
Mr. Rosenbeck explained this item relates to the cost for driveway repair in Manitowoc County. He is waiting for submittal of a written request.

2. **River Valley Testing Inc. Report on Johnston and Magnolia Intersection:**  
A final report with recommendations has been received from River Valley Testing. Because of long term settlement conditions due to the use of inappropriate backfill, responsibility is in question. The Water Authority holds an extended warranty with the contractor who has been put on notice. A plan to monitor the situation will be implemented.
3. **Extension of Time for Jossart Brothers Air Release Valve Contract:**  
A formal request for time extension until 12/26/08 was received from Jossart to complete work on air release valves at no additional cost. McMahon recommends approval.

**Motion made by Allouez and seconded by Howard to recommend approval of the request for extension of time from Jossart Brothers until 12/26/08 to complete work on air release valves.**

**MOTION APPROVED UNANIMIOUSLY**

4. **Continuity Issues – Contract F, Advance Construction:**  
Continuity issues were explained by Mr. Rosenbeck. Advance Construction was asked to install bonding strips and deny they are responsible for any further work related to continuity. At this time, the contract will be held until resolved.
5. **Chlorine System at Master Meter Station:**  
Mr. Berndt explained there is a need to ultimately understand the actual chlorination system, what has been installed and how it will be operating. There have been questions asked by the operation staff. Mr. Vaclavik agreed to follow-up with Rob Michaelson at MPU.
6. **Registration and Interim Approval for Water Withdrawal in the Great Lakes Basin:**  
Mr. Vaclavik noted that letters have been received relative to this issue, which he has discussed with Attorney Kobza. She has suggested that during the interim each community identify their existing wells and accumulate data relative to well input, including those that are to be abandoned.
7. **Project Status Reports:**
  - a. **Contract Close-Out:**  
Mr. Rosenbeck informed the committee that final payment is being held on contracts A & B. Highlights were given on the status of other contracts.
  - b. **Demand Letters to Contractors:**  
Defective work has been identified and letters sent to contractors.
  - c. **Current Projects:**  
Rosenbeck stated he has tried to get the concrete pad poured at the Howard site, however, because of winter weather this has been difficult. He is also working on electrical design issues at this site. Chairman

Thoresen agreed to have contractors he is familiar with contact McMahon.

Also reported:

- Dorner has completed ditch reconstruction work on County R.
- Air release valve manhole reconstruction is scheduled for 12/26
- Additional continuity stations have been completed
- Warranty inspections are done
- Record drawings on Contracts C & F are 95% complete

8. **Engineering Agreement Status Report – McMahon:**

Mr. Rosenbeck provided a status on contracts to date, explaining that closeouts are complete except for Contract E (continuity), along with issues related to Johnston and Magnolia Drive, action on surge analysis (9d below), and warranty issues to be completed in Spring.

9. **CBCWA 2009 CIP:**

These projects are related to the 2009 budget.

a. **Air Relief Valve Repair:**

Discussion by the Technical Committee resulted in a recommendation that McMahon begin Phase II of maintenance and repairs to air relief and surge protection valves by preparing plans and specifications, seeking construction bids, and performing inspection services related to repair of the air relief valves.

**Motion made by Allouez and seconded by Bellevue to recommend that McMahon be retained to prepare plans and specifications, seek construction bids, and perform inspection services related to Phase II of the air relief valve repair program at a cost not to exceed \$47,000. MOTION APPROVED UNANIMOUSLY**

b. **Restoration of PRV Site:**

The original intent when this site was purchased in Ledgeview was to eventually sell it for residential development. At this time the site is not in sellable condition. Discussion by the Technical Committee resulted in the suggestion that it be reviewed again in Spring to determine what it would take to bring it to sellable condition. Mr. Vaclavik indicated there is a possibility that neighbors are interested in the property.

c. **Sidewalk Repair at Connection Stations:**

There has been money put in the 2009 budget for sidewalk repair.

d. **Surge Protection:**

Hold for further information.

e. **Downstream Chlorination:**

The cost of residual chlorination is in the 2009 budget to be reviewed at a future date.

10. **Water System Study – Request for Proposals:**

A design report prepared by CTE contained a recommendation for water storage. Mr. Vaclavik explained that this may be the time to conduct a study as there may be Federal infrastructure funding available. Discussion by the Technical Committee resulted in a suggestion that the system design be updated with today's criteria, and that options on how the operation may be changed to reduce operating costs be researched as part of the possibility of special funding. Although the Board has suggested a Request for Proposals to complete a water system study, it was recommended by the committee that McMahon perform the study for the following reasons:

- Area consultants may be tied to CTE
- McMahon is familiar with the project
- 50% of member communities use McMahon
- Time to prepare RFP
- Cost of RFP

Although the committee was not opposed to the RFP process, it was the overall opinion that McMahon already has involvement and knowledge with operating issues and other areas of concern and would offer a cost advantage.

**Motion made by Howard and seconded by Allouez to recommend that a water system study be completed by McMahon Associates.**

**MOTION APPROVED UNANIMOUSLY**

11. **Submission of Projects for Potential Federal Funding:**

Mr. Vaclavik explained that if the Water Authority is interested in applying for possible Federal funding, there is a deadline of 12/31/08 for application. The grant could provide 30% of the total and it was pointed out that in last year's state funding program for safe drinking water, there were not enough projects.

Mr. Rosenbeck explained that the process is in place for infrastructure projects on the water side. Projects are funded annually, noting that last year's interest rate was at 2.55%. Projects are first put on a "Notice of Intent List". Although projects with high bacteria, those in need of treatment facilities, or those with non-compliant water may have a greater priority, Rosenbeck suggested that the Water Authority proceed with the Notice of Intent as if an application is not filed, they would not be on the list.

**Motion made by Allouez and seconded by Howard to recommend that McMahon prepare and submit an application for potential Federal funding.**

**MOTION APPROVED UNANIMOUSLY**

12. **Proposals:**

a. **Corrpro – Additional Continuity Testing for Contract E:**

After an explanation by Mr. Rosenbeck, discussion by the Technical Committee resulted in the consensus that additional stations will better pinpoint areas of discontinuity, therefore, they have recommended that Corrpro be retained to identify these sites. This work is estimated at a

cost not to exceed \$5,000. Although this is warranty work for Jossart, Mr. Rosenbeck explained that because of poor contract language Jossart was only required to install bonding straps with no mechanism for tracking. The original contract was drafted by CTE.

Because of past performance and reliability by Corrpro and questions whether there would be someone else, Mr. Rosenbeck stated that in his opinion it was best to use Corrpro as they have worked on the project and know what needs to be done.

Mr. Rosenbeck stated that he has also asked Corrpro for a price to put a cathodic protective system on the steel pipe.

Additional discussion resulted in the consensus to recommend additional continuity testing.

**Motion made by Ledgeview and seconded by Howard to recommend approval of the proposal from Corrpro for additional continuity testing for Contract E not to exceed \$5,000.  
MOTION APPROVED UNANIMOUSLY**

b. **Advantica – Surge Analysis:**

Mr. Rosenbeck presented a proposal from Advantica to conduct a surge analysis in the amount of \$29,000. This analysis is related to pumps shutting down or valves closing due to power failure. The analysis would be done in conjunction with other engineering services.

Mr. Berndt commented this issue has been a concern to the Village of Allouez for the past two years as they have experienced surges resulting in pipe damage. He stated that Allouez has, in fact, spent \$10,000 for surge protection on their side of the valve, however, this approval would provide protection on the Water Authority side of the valve.

Mr. Berndt recommended that approval be given with a limited scope of study and the initial phase not to exceed \$29,000.

**Motion made by Allouez and seconded by Howard to recommend approval of the proposal from Advantica to conduct a surge analysis not to exceed \$29,000.  
MOTION APPROVED UNANIMOUSLY**

c. **EFI - Chlorine Residual Level Communication from Master Meter Station:**

A proposal in the amount of \$16,400 was received from EFI to conduct testing of chlorine residual levels at the Master Meter Station. This amount is felt to be out of line as it involves warranty issues. It was suggested that the item be tabled until after discussion with Rob Michaelson regarding chlorine modification.

d. **McMahon – Contract Closeout Extension:**

Mr. Rosenbeck informed the committee that his present contract with the CBCWA regarding closeout services will expire on 12/10/08. Although most contracts have been closed out, there are still issues related to technical support, investigation response to warranty issues, liaison with MPU, litigation issues, etc. Rosenbeck presented a draft agreement to cover these services at a cost not to exceed \$25,000, with an ending date of \$25,000.

Discussion by the Technical Committee resulted in a recommendation to extend the contract closeout agreement with McMahon until July 1<sup>st</sup>, 2009, not to exceed \$25,000.

**Motion made by DePere and seconded by Bellevue to recommend extension of the McMahon contract for six months (7/1/09) on a time and expense basis not to exceed \$25,000.**

**MOTION APPROVED UNANIMOUSLY**

e. **McMahon – Continuing Services:**

Mr. Rosenbeck asked whether the committee wanted him to continue review of as built drawings, and also whether they want him to pursue a proposal for GIS services.

It was suggested that completion of record drawings be on the next agenda of this committee, and that pursuit of a proposal for GIS services be delayed until a later date.

13. **Contract Change Orders:**

a. **None**

14. **Final Pay Requests:**

a. **Contract D – PTS Contractors - \$41,731.28:**

A communication from PTS indicates that all punch list items have been completed. This does not cover work on Marsh Street in DePere, which because of winter weather has been put off until spring. PTS has disagreed they are responsible. At this time, final payment is being held for warranty issues and will not be released until DePere is satisfied.

15. **Next Meeting:**

**Monday, January 12, 209 – 1:30 p.m., Allouez Village Hall**

Mr. Vaclavik announced that future Board meetings will include a Closed Session to discuss litigation issues.

**Adjourn:**

**Motion made by Allouez and seconded by Howard adjourn at 4:40 p.m.**

**MOTION APPROVED UNANIMOUSLY**

Central Brown County Water Authority  
Technical Committee  
December 8, 2008

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Respectfully submitted,

Rae G. Knippel  
Recording Secretary