

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
ADMINISTRATIVE COMMITTEE

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Central Brown County Water Authority –Administrative Committee** was held on Wednesday, April 22, 2009 at the DePere City Hall, 2nd Floor – 335 South Broadway, DePere, Wisconsin

Present: Allouez-Berndt, Bellevue-Oppenheimer, DePere-Delo, Lawrence-Tremi,
Ledgeview-Burdette

Also

Present: Dave Vaclavik – Public Management Partners

The meeting was called to order by Chairman Aaron Oppenheimer at 2:43 p.m.

ROLL CALL:

Call the roll for attendance.
Roll Call as noted above.

APPROVAL OF AGENDA:

Approve Agenda

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

MOTION APPROVED UNANIMOUSLY

APPROVAL OF MINUTES: March 18, 2009

Motion made by Ledgeview and seconded by DePere to approve the minutes.

MOTION APPROVED UNANIMOUSLY

COMMUNICATIONS: None

AGENDA:

1. **2008 Rate Rebate for City of DePere:**
Manager Dave Vaclavik explained that as part of the audit process, it was discovered that the City of DePere was overcharged during the months of March through July due to rounding errors in rate calculations. Recommendation is to rebate DePere for this amount which totals \$2,492.05.

Motion made by Lawrence and seconded by Allouez to recommend approval of a rate rebate for the City of DePere in the amount of \$2,492.05.

MOTION APPROVED UNANIMOUSLY

2. **Financial Reports:**
Vaclavik reported that because flows have been down, he will keep a graph of the results. He indicated this is being seen throughout the state and may change with an upswing in the economy. He is working to resolve carryover issues from prior year budgets and to implement account changes recommended by Virchow Krause.

Motion made by Ledgeview and seconded by Allouez to approve.

MOTION APPROVED UNANIMOUSLY

3. **Pay Authorizations: Vouchers:**
Vouchers were reviewed and questions answered satisfactorily.

Motion made by Ledgeview and seconded by DePere to recommend approval of payment of vouchers.. MOTION APPROVED UNANIMOUSLY

Closed Session:

The Committee may go into closed session to discuss employment negotiating strategy pursuant to Wisconsin 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 Ledgeview and seconded by Allouez to enter into closed session at 2:50 p.m. Roll Call: All Present. MOTION APPROVED UNANIMOUSLY

Motion made by Lawrence and seconded by Ledgeview to return to regular order of business at 3:12 p.m. Roll Call: All Present. MOTION APPROVED UNANIMOUSLY

1. **Employment Agreement:**
President Delo reported that the Boardman Law Firm has drafted an employment agreement that reflects discussions between himself and Dave Vaclavik. The agreement is complete with the exception of salary. Delo will be meeting with Vaclavik to discuss the parameters of the employment agreement.

FUTURE AGENDA ITEMS:

Next Meeting – Wednesday, May 20, 2009
Agenda:
2008 Audit

Also Discussed:
State Budget Lake Michigan Basin Fee Information
Clean Water Fund Loan Cycle

ADJOURN:

Motion made by Bellevue and seconded by Ledgeview to adjourn at 3:15 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary