

## PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Central Brown County Water Authority** was held on Monday, June 29, 2009, at the DePere City Hall, 2<sup>nd</sup> Floor – 335 South Broadway, DePere, WI

---

---

**Present:** Allouez – Kopish, Bellevue - Oppenheimer, De Pere -Delo,  
Howard - Bartelt; Lawrence -Trembl, Ledgeview - Burdette

**Also**

**Present:** Dave Vaclavik – Public Management Partners  
Craig Berndt – Village of Allouez  
Vicki Hellenbrand – Baker Tilly

---

---

The meeting was called to order by Vice-President A. Oppenheimer at 3:09 p.m. until the arrival of President Delo shortly after.

**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**

**Approval of Minutes:**

None

**Appearances:**

1. Vicki Hellenbrand, Baker Tilly

**Board Recommendations:**

1. **Baker Tilly:**
  - a. **CBCWA Water Rates:**

Vicky Hellenbrand was present to further explain rate options which were presented at a previous meeting. They include:

    - Keep the same process
    - Keep same process with tweaks
    - Revise the process
    - Connection Fee Option
    - Hybrid approach

President Delo explained that members are interested in what makes the most sense and what would be the most balanced approach to address the rate issue. Ms. Hellenbrand stated that it may be best to have each community pay the same rate and eliminate the true-up process, pointing out that the true-up in 2008 caused members to be at different rates. One way to do this is to allocate the fixed costs back to members in the form of a proportionate share.

Mr. Trembl asked if there would be any implication on the bond holders and Ms. Hellenbrand indicated that as long as rates are collected one year in advance, there should be no issues.

Hellenbrand explained that the volumetric charge can be calculated in a number of ways with one option being to estimate volumes at the beginning of the year, considering costs that are volume related, i.e. chemicals, purchased water costs, etc., to determine a rate. This option would allow each member to pay the same rate based on volume rather than estimate.

Different options were discussed with the conclusion being that each member pay the same rate on an annual basis, adjusting the true-up so that it is not based on a deficit.

Ms. Hellenbrand was asked to provide a narrative of options that were presented, along with a recap of 2008 numbers. President Delo indicated that an update of the revenue policy and expenditure policy manuals which identify the mission and goal of the CBCWA, and how and why revenues are derived would be helpful for the various boards and elected officials. Mr. Vaclavik agreed to do this and send to Ms. Hellenbrand and Attorney Kobza for review.

b. **Audit Contract Extension:**

Ms. Hellenbrand stated that in her opinion the \$13,000 fee charged by Baker Tilly is in line, pointing out that in prior years they went over their contract. She agreed to cut the \$13,000 by 10% for the next three years.

**Motion made by DePere and seconded by Bellevue to approve the audit contract extension with Baker Tilly. MOTION APPROVED UNANIMOUSLY**

**New Business:**

1. None

**Future Agenda Items:**

Luncheon Meeting with new Manitowoc Mayor - July 6, 2009  
Those interested meet at the DePere City Hall at 11 a.m.

Next Regular Meeting – Wednesday, July 15, 2009 – 3:00 p.m., DePere City Hall

**Public Comment:** None

**Adjournment:**

**Motion made by Bellevue and seconded by Ledgeview to adjourn at 3:52 p.m.  
MOTION APPROVED UNANIMOUSLY**

Respectfully Submitted,

Rae G. Knippel  
Recording Secretary