

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY

Pursuant to Section 19.84 Wis. Stats., regular meeting of the **Central Brown County Water Authority** was held on Wednesday, April 21, 2010, at the DePere City Hall, 2nd Floor – 335 South Broadway, DePere, WI

Present: Allouez – Berndt, Bellevue - Oppenheimer, DePere-Delo, Howard-Bartelt,
Lawrence –Tremi

Excused: Ledgeview

Also

Present: Dave Vaclavik – Manager, CBCWA
Gary Rosenbeck, McMahan Inc
Mike Harrigan/Todd Taves – Ehlers
Ken Herdeman – Community Investment Partners

The meeting was called to order by President Delo at 3:03 p.m.

Roll Call:

Call the roll for attendance. Roll call was taken as noted above.

Approval of Agenda:

Approve Agenda

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

MOTION APPROVED UNANIMOUSLY

Approval of Minutes:

Approve Minutes: March 24, 2010

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

MOTION APPROVED UNANIMOUSLY

Appearances:

1. Ehlers & Associates regarding Investment Alternatives:

Mike Harrigan & Todd Taves of Ehlers & Associates were introduced. Mr. Harrigan addressed a previous suggestion made by President Delo that the CBCWA consider making investments with area school districts. Mr. Harrigan stated that although this could be an opportunity, the rates are generally not that good when considering a premium that may be required to be paid by the purchaser. He stated that in order for the Authority to enhance yield and maintain safety, they may want to consider hiring a professional who would not only help with investments, but also fiduciary reporting and tracking ability.

Harrigan introduced Ken Herdeman of Community Investment Partners located in Brookfield, WI. Mr. Herdeman explained that the mission of his company is to provide investment advisory services to local governments by locating, analyzing, and coordinating the purchase of

investments that best fit the criteria outlined in the client's investment policy, whereby the client would maintain total control of their investment program.

Herdeman explained that through his affiliation with Bankers' Bank, Community Investment Partners (CIP) has access to a network of brokers, dealers and nearly 1,000 community-based financial institutions. Upon completion of investment transactions, Bankers' Bank acts as custodian of collateral held for security and repurchase agreements.

CIP assesses annual fees of 0.25% of average assets under management, charged monthly. \$1 million in assets under management equals \$2,500 annually, or approximately \$208 monthly. Mr. Herdeman distributed a list of current clients and references throughout the State of Wisconsin.

Administrative Committee Recommendations:

Aaron Oppenheimer highlighted discussion from the committee meeting held this date:

1. **Investment Strategy for CBCWA**

See discussion in #1 above (appearances). Mr. Berndt indicated he was not interested in investments with the school district but would rather support the idea of community investments. Mr. Delo agreed he would also prefer a locally based investment program.

2. **Financial Reports:**

Financial reports were reviewed. Mr. Vaclavik reported that the Quick Books program is now up and running. Secretary/Treasurer Randy Tremel, along with Vicki Hellenbrand of Ehlers & Associates, will have on-line access. Mr. Vaclavik indicated that bond payments are being collected and will be paid on June 1st.

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

MOTION APPROVED UNANIMOUSLY

3. **Pay Authorizations/Vouchers:**

Questions related to invoices from Baker Tilley, Camp, Dresser, & McKee, MPU, and Pegasus were asked by Mr. Tremel and answered to his satisfaction.

Motion made by Lawrence and seconded by DePere to approve payment of vouchers.

MOTION APPROVED UNANIMOUSLY

Technical Committee Recommendations:

1. **No Action taken at Technical Committee Meeting.**

PROJECT UPDATE AND STATUS REPORTS

1. **Engineer's Report:**

Gary Rosenbeck distributed a written report highlighting the following:

- Phase I, II, & III Air Release Valve Corrective Work:
Mr. Rosenbeck indicated there is approximately \$10,000 worth of budget remaining from the air release work that could be used for GIS formatting. President Delo asked whether this data entry could be done by interns. The Technical Committee will discuss this option at their next meeting.
- Chlorination System Modifications in Final Design - This project is expected to be bid in May

- Providing detailed review of CDM report for discussion at next Technical Committee meeting
 - Review will be ready for discussion by the Technical Committee at their next meeting on May 11th.

2. **Manager's Report:**

Manager Vaclavik distributed his written report highlighting the following:

- The 2009 audit process has begun by Baker Tilly. The May meeting is targeted for a presentation to the Board.
- The revised web site has been reviewed and expected to be ready this month for Board review prior to activation.
- Mr. Vaclavik has moved into his new office space at 3100 Eaton Road in the Public Safety Building in the Village of Bellevue. His new office number is 884-1077 x 5, cell # 851-0829.
- Depositions are scheduled for mid-April with the remaining contractors and inspectors.
- CDM – Mr. Rosenbeck will be providing a summary of the report to the Technical Committee.
- Nowack Agreement - Attorney Kobza has reviewed the proposed agreement to address drainage issues, which will be recorded with the property.

New Business:

1. None

Old Business:

1. None

CLOSED SESSION:

The Board may go into closed session to discuss contracting for distribution of water and litigation pursuant to Wisconsin State Statute 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and Statute 19.85 (1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Board will then reconvene back into open session.

Motion made by DePere and seconded by Bellevue to enter into closed session.

Roll Call: Present: Allouez, Bellevue, DePere, Howard, Lawrence

Excused: Ledgeview MOTION APPROVED UNANIMOUSLY

Recording Secretary excused 3:50 p.m.

Bellevue excused 4:05 p.m.

Motion made by DePere and seconded by Allouez to return to regular order of business at 4:30 p.m. Roll Call: Present: Allouez, DePere, Howard, Lawrence

Excused: Bellevue, Ledgeview MOTION APPROVED UNANIMOUSLY

1. **Policy on Water "Wheeling":**
No Comments, No Action

Next Meeting:

1. **Suggested Agenda Items:**

2. **Next Regular Meeting scheduled for Wednesday, May 19, 2010 - 3 p.m., DePere City Hall**

Motion made by Allouez and seconded by Howard to adjourn at 4:33 p.m.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Rae G. Knippel
Recording Secretary