

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, July 12, 2010 at the Allouez Village Offices – 1900 Libal Street, Green Bay, Wisconsin

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

Excused: Ledgeview

Also

Present: Dave Vaclavik, Manager
Don Voogt – McMahon Inc

The meeting was called to order by Chairman Scott Thoresen at 1:34 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:

June 7, 2010

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

MOTION APPROVED UNANIMOUSLY

APPEARANCES:

1. None Scheduled

COMMUNICATIONS:

1. None

AGENDA ITEMS:

1. **CDM System Report and Conference Call:**

A conference call was held with CDM who reported that they have reviewed the comments they received and suggest a workshop with the Technical Committee. In order to make a presentation to the Board at the September meeting, a special meeting was scheduled with CDM for Friday, July 23, 2010 at 9 a.m. for this purpose.

2 **Exterior Eye Wash Systems at Connection Stations:**

Greg Little reported that the eye wash system at the Lawrence site appears to have resolved due to a cooperative effort between the City of DePere and the Town of Lawrence.

3. **Chlorination System Modification Status:**

Because two additional pressure gauges are needed at the Lawrence facility which were not included in either the procurement request or the installation contract, a quote was requested from SPD. The quote received on July 7, 2010 in the amount of \$355 was recommended for approval.

Motion made by Lawrence, seconded by Allouez to recommend approval of Change Order #1 to SPD in the amount of \$355 for the installation of pressure gauges in the Town of Lawrence in conjunction with the installation of chlorination system equipment.

MOTION APPROVED UNANIMOUSLY

4. **Chlorination System Maintenance:**

The new Regal chlorination equipment for BE-1, AZ-2, DP-2, DP-3, DP-5, HD-1, and LE-1 has been received and is ready for installation. Reeke-Marold will be the installing contractor and will schedule their work with individual site owners over the next few weeks. McMahon will observe the installation as it progresses.

5. **Meter Reading at Connection Stations:**

Mr. Vaclavik explained this issue came about after a request for simultaneous readings on a 30 day basis. Rob Michaelson of MPU is willing to provide the information he has on a monthly basis which can then be used for year end reporting.

6. **Operation, Maintenance, and Ownership (“condo”) Agreements for Connection Stations:**

An Agreement to “Design and Construct Pressure Increasing/Reducing Stations” was distributed for review. It is unclear whether the agreement, drafted in 2004, was signed by all communities. At this time, the Manager, pointed out various items that require further discussion and for that reason, suggested it be held for a month to allow time for additional review.

Motion made by Lawrence, seconded by Allouez to hold the Agreement to Design and Construct Pressure Increasing/Reducing Station until the August meeting. MOTION APPROVED UNANIMOUSLY

7. **Member Operating Protocols:**

Discussion resulted in the consensus that it would be valuable to know how the entire system is running by knowing tower levels and pressures in order to optimize the system and help with storage requirements. Further studies will be completed.

8. **Water Consumption Trends – 2011 Projections:**

Mr. Vaclavik reported that water consumption has continued to decline over the last year, currently 8% behind last year, and 8.9% behind budget expectations. Spreadsheets were distributed and reviewed which showed monthly flow history by community, a CBCWA history, along with a comparison of metered flows vs. amount billed to each community. Trends continue to indicate a significant increase in unit rates again next year.

Vaclavik stated that the decline in flow should result in a budget reduction so the amount collected from communities may actually decline, but the apparent rate per 1000 gallons is almost certain to increase. In addition to current declines in sales, Vaclavik pointed out that both Allouez and Howard are actively attempting to resolve system water loss issues that would further reduce sales by the Authority.

As requested by this committee, the Manager is working on a press release which will explain rates, cost to member communities, and comparisons to original expectations. To complete this task, he asked for water sales information from the individual members in order to determine how much the decline in sales is related to member conservation efforts and how much is related to local sales.

9. **2011 Engineering Projects:**

The committee discussed the development of the CIP for 2011 and beyond with a target date for completion by August to allow for budget development. It is expected there will be a better understanding of system needs after the meeting with CDM is scheduled. At this time, projects which are being considered include cathodic protection, replacement/addition of air relief valves, and an operational maximization plan. The goal is to defer significant projects without jeopardizing system viability.

McMahon has reviewed the CDM study and anticipates that it will be a springboard for additional detailed preliminary engineering efforts relating to air release valve sizing and potential replacement, evaluation of supplemental storage options, and development of member operating strategy to optimize overall system efficiency.

In addition, McMahon was asked to assemble Request for Quotations (RFQ's) from select testing companies to conduct a detail investigation of the current state of pipe line corrosion on the transmission pipe line and to design a corrosion protection system. Don Voogt estimated that the McMahon Task Order would be \$5,000, with the actual Corrosion Study in the range of \$25,000. This work was included in the 2010 budget.

Motion made by Allouez, seconded by Bellevue to request McMahon to solicit quotes for cathodic protection, and inspection/evaluation of the condition of the pipeline at a cost of \$25,000.

MOTION APPROVED UNANIMOUSLY

10. **2011 CIP:**
(Refer to #9 above)

OLD BUSINESS:

1. None

NEXT MEETING:

1. **Next Meeting: TUESDAY, August 10, 2010, 1:30 p.m. - Village of Allouez**
2. **Special Meeting to discuss CDM study scheduled for Friday, July 23, 2010 – 9 a.m., Allouez Village Hall**

Adjourn:

Motion made by Allouez and seconded by Lawrence to adjourn at 2:45 p.m.

MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel,
Recording Secretary