

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on February 23, 2022.

PRESENT: Commissioners Hasselblad, Mainz, Blumreich, and Tumpach.

ALSO PRESENT: P. Wescott, N. Qualls, B. Vander Loop, J. Smudde, T. Brown, L. Sarau, S. Thieszen, B. Weller-Titus, B. Angoli, P. Smits, B. Bartel, E. Houghton, J. Czypinski, B. Oldenburg, T. Garrison, J. Valenta, E. Collar, T. Biese, N. Berceau, M. Legois, J. Smies–Legal Counsel, Al Herrman – Scott Municipal Utility, J. Klaus and M. Steppe – Nicolet Bank

ABSENT: Commissioner Hoffmann

Commission President Hasselblad called the meeting to order at 8:30 a.m.

- 1) **Convene in closed session under State Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and State Statute 19.85(1)(g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved:**
 - a) **Potential transfer of certain interceptor segments pursuant to Section 5.05 of the Sewer Use Ordinance to a municipality.**
 - b) **Litigation involving Bayview Interceptor.**
 - c) **Potential litigation resulting from environmental testing by significant industrial user.**

Motion #22-009

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to convene in closed session under State Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and State Statute 19.85(1)(g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved.

- 2) **Reconvene in open session.**

Motion #22-010

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to reconvene in open session.

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3) **Safety Moment.**

N. Qualls provided safety information on blood pressure.

4) **Introduce new employees:**

- a) **Nathan Berceau, Operator II**
- b) **Tyler Biese, Staff Engineer**
- c) **Mike Legois, Maintenance Mechanic**

B. Bartel introduced Nathan Berceau, N. Qualls introduced Tyler Biese, and P. Smits introduced Mike Legois. Introductions were followed by a welcome from the Commission.

5) **Approval of minutes of Commission meeting held January 26, 2022**

Motion #22-011

It was moved by Meinz, seconded by Blumreich, and unanimously agreed to approve the January 26, 2022 meeting minutes as distributed.

6) **Request Commission approval to enter into an agreement with Donohue & Associates, Inc. to provide professional services for the 2022 Ferric Chloride Feed System Rehabilitation Project in the amount of \$155,840.**

N. Qualls stated there are issues with the ferric chloride feed system that have led to failure of the piping system, along with lack of bypass from the condenser of the dryer system. Issues have caused safety hazards for staff and need to be updated.

Motion #22-012

It was moved by Blumreich, seconded by Meinz, and unanimously agreed to enter into an agreement with Donohue & Associates, Inc. to provide professional services for the 2022 Ferric Chloride Feed System Rehabilitation and Condenser Emergency Vent Project in the amount of \$141,640 and a 10% contingency of \$14,200 under the authority of the Executive Director for a total amount of \$155,840.

7) **Request Commission approval to close out the Bayview Interceptor Replacement Project and issue final payment of \$954,196.75 to PTS Contractors, Inc.**

N. Qualls reviewed the project. The final total includes a deduction for special damages related to additional engineering costs. The project is ready to be closed out and final payment issued.

Motion #22-013

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It was moved by Mainz, seconded by Blumreich, and unanimously agreed to close out the Bayview Interceptor Replacement Project contract and issue final payment to PTS Contractors, Inc. in the amount of \$954,196.75.

8) Request Commission approval to increase the contingency for Thickening Effluent Piping Replacement Project.

L. Sarau stated J. F. Ahern Co. is currently working on the replacement of the TEF piping for the Green Bay Facility (GBF) and has identified locations where the flanged pipe joints do not fit. To correct the issue, Change Orders # 3 and # 6 were created and executed totaling \$52,524. Staff is recommending Commission approval to increase the contingency for the GBF Thickener Effluent Pipe Replacement Project #210019CO from \$104,100 to \$156,624, an increase of \$52,524 to be administered under the authority of the Executive Director.

Motion #22-014

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to increase the contingency of the Green Bay Facility Thickener Effluent Pipe Replacement Project #210019CO by \$52,524 to be administered under the authority of the Executive Director.

9) Request Commission approval to increase the contingency for Regional I&I Reduction Program Project.

L. Sarau stated as part of the Strategic Plan, NEW Water is taking an initiative to lead the reduction of clear water from Inflow and Infiltration (I&I) entering NEW Water's system. Brown and Caldwell is providing services for a Regional I&I Reduction Program. As work has progressed, a higher than anticipated level of effort from Brown and Caldwell was requested. To recognize the increase in the level of effort for the project, to preserve funds for contingency as well as allowance for meetings with municipalities, staff is requesting an increase of \$18,150 to the contingency.

Commissioner Hasselblad asked how staff will measure the success of this project. L. Sarau replied that NEW Water will have a better idea of how implementation and success will be measured after the next Stakeholder Advisory Group meeting.

Motion #22-015

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to increase the contingency for the Regional I&I Reduction Program Project #200021 by an amount of \$18,150 to be administered under the authority of the Executive Director.

10) Sewer Plan Approvals:

- a) **Village of Bellevue Contract A-22, GBMSD Request #2022-04**

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- b) **Dykesville Sanitary District Contract A-22, GBMSD Request #2022-05**
- c) **Village of Howard Project #21014, GBMSD Request #2022-07**
- d) **Village of Hobart Contract 2320-22-01, GBMSD Request #2022-08**
- e) **Village of Hobart Contract 2320-22-03, GBMSD Request #2022-09**
- f) **Town of Lawrence Project #L0017-09-21-00535, GBMSD Request #2022-10**

Motion #22-016

It was moved by Meinz, seconded by Blumreich, and unanimously agreed to approve the Village of Bellevue, Dykesville Sanitary District, Village of Howard, Village of Hobart, and Town of Lawrence sewer plans.

11) Update on Scott Municipal Utility and NEW Water Pilot Project – Unflushables.

S. Thieszen stated NEW Water partnered with Scott Municipal Utility for an Unflushables Pilot Program to determine if education and outreach could influence behavior change in customers. A survey was conducted, and an educational campaign was launched, followed by a second survey and physical measurements. Al Herrman from Scott Municipal Utility spoke about the project and thanked NEW Water for their partnership.

12) Facility Plan Update.

N. Qualls gave a Facility Plan Update which included:

- Facility Plan – Background Information
- Facility Plan – Shared Values
- Facility Plan – Main Conclusions
- What Drives* the Investment
- Identified Projects for GBF and DPF
- Managing Needed Improvements with Financial Responsibility
- Annual Revenue Increases to Support Capital Improvement Plan While Managing Risk
- Financial Assumptions
- NEW Water Cost* for a Typical Household
- Facility Plan – Shared Values
- Facility Plan: Next Steps

Commissioner Hasselblad suggested NEW Water add the Facility Plan information to the onboarding process for new Commissioners. A discussion was held regarding financial assumptions and typical household cost.

13) Nicolet Bank – Financial Investments Update.

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B. Vander Loop introduced Mike Steppe and Jake Klaus from Nicolet Bank.

M. Steppe gave a Financial Investments Update which included:

- Performance – ICR Fund
- Portfolio Holdings – ICR Fund
- Performance – PCRR Fund
- Portfolio Holdings – PCRR Fund
- Performance – EFR Fund
- Portfolio Holdings – EFR Fund
- Disclosures
- Economic Environment
- Equity Markets
- Fixed Income Markets
- Summary
- Disclosures

14) Preliminary December Financials.

B. Weller-Titus gave a summary of the December preliminary financials. Revenue for December and year to date are favorable due to additional BOD and TSS Loadings, along with additional BOD due to Sustana Fiber's pretreatment being down. Operating expenses are unfavorable for December, but favorable year to date. The biggest driver is timing of contracted services. Plant maintenance for December and year to date are unfavorable due to unplanned items.

15) Update of Projects:

a) Thickening Effluent Piping Replacement Project

L. Sarau stated the project is moving along well. Although there are setbacks due to supply chain issues, the project is anticipated to be completed on time.

b) De Pere Facility Tertiary Filtration and Service Water Improvements

B. Angoli stated filter equipment is being installed in the filter bays. There are supply chain issues with manufacturers being able to purchase process control equipment, which will cause potential delays to system startup dates and project completion date.

16) January 2022 Operations Report.

P. Wescott provided an Operations Report. Both facilities were in full compliance with all effluent limits for the month of January. Phosphorus at the Green Bay Facility was higher than normal due to the

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utilization of stand by aeration basins to temporarily store digested sludge. The Green Bay Facility was in compliance with air quality limits for the month of January.

17) **Executive Director's Report:**

a) **March Commission Meeting**

The next meeting will be held March 23, 2022 at 8:30 a.m. via Zoom videoconference.

b) **COVID – 19 Paid Leave Statistics**

A general update was provided in the Commission packet.

c) **COVID – 19 Update**

A general update was provided in the Commission packet.

d) **NACWA Watershed Collaboration Award**

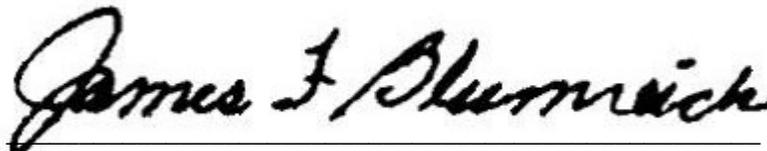
NEW Water received the National Association of Clean Water Agencies 2022 National Environmental Achievement Award for watershed collaboration recognizing the Silver Creek Pilot Project.

e) **CSWEA Wisconsin Section Award**

The Wisconsin Chapter of Central States Water Environment Association has awarded NEW Water's R2E2 Project the 2021 Renewable Energy, Energy Efficiency, and Resource Recovery (3R3E) award.

There being no further business to come before the Commission, the meeting adjourned at 10:35 a.m.

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Secretary