

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held April 26, 2017.

PRESENT: Commissioners Blumreich, Mainz, and Tumpach

EXCUSED: Commissioners Hasselblad and Hoffmann

ALSO PRESENT: T. Sigmund, P. Wescott, N. Qualls, B. Hafs, B. Angoli, M. Diaz, L. Sarau, B. Bartel, E. Wandersee, S. Bartlett, T. Garrison, T. Brown, P. Smits, B. Oldenburg, B. Vander Loop, J. Van Sistine, J. Nicks—Legal Counsel; P. Hoefft, M. Steppe, and D. Daul—Nicolet National Bank

Commission Secretary Blumreich called the meeting to order at 8:30 a.m.

1) Safety moment.

2) Introduce new employees:

a) Ethan Wandersee, LTE Treatment Operator

B. Bartel introduced Ethan Wandersee, who began his employment with NEW Water, the brand of the Green Bay Metropolitan Sewerage District, on March 20, 2017 as a limited term Wastewater Treatment Plant Operator.

E. Wandersee stated that he graduated from the University of Wisconsin-Stevens Point with an Associate's Degree. He is in the process of finishing up his Bachelor of Science Degree in Biology. His limited term employment will end in December 2018.

b) Sarah Bartlett, Water Resources Specialist

B. Hafs introduced Sarah Bartlett, the new Water Resources Specialist who began her employment with NEW Water on April 3, 2017.

S. Bartlett stated that she has a Bachelor's of Science degree in Natural Sciences and a Master's of Science degree in Freshwater Sciences. She is in the process of completing her Freshwater Sciences PhD from the University of Wisconsin-Milwaukee. She worked as a Research Assistant at UW-Milwaukee and studied emerging contaminants and toxins in freshwater systems as pharmaceuticals at Milwaukee's Bradford Beach, cyanobacterial toxins in Green Bay, and chloride (road salt) in North American lakes. She is very excited to be here, and to share her knowledge.

The Commission welcomed them.

3) Nicolet National Bank review of investment accounts.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

04/26/17
Cont'd

PROCEEDINGS OF THE COMMISSION

M. Diaz stated Nicolet National Bank staff is here today to talk about NEW Water's investments for the last quarter.

P. Hoefft stated that he is the Relationship Manager at Nicolet National Bank, and works with Maridey Diaz on reporting. Doug Daul is the Cash Management Specialist, and Mike Steppe is the Chief Investment Officer at Nicolet National Bank and manages NEW Water's accounts.

M. Steppe from Nicolet National Bank reviewed the following:

- Investment Landscape
- Investment Implications
- Statutory and Policy Restrictions
- Summary Investment Performance – YTD

4) **Approval of minutes of Commission meetings held March 28 and 29, 2017.**

Motion #17-019

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the March 28 and 29, 2017 minutes as distributed.

5) **March financials.**

M. Diaz reported total operating revenues for the month of March were favorable to budget by 10%. For the first quarter of 2017, total operating revenues were favorable to budget by 8% or \$662,000 due to more precipitation received and other revenues from the three cheese facilities. She stated total operating expenses for the month of March were favorable to budget by 8%. For the first quarter of 2017, total operating expenses were favorable to budget by 9%. Leading the favorable results from less expenditure than budgeted were contracted services, salaries & benefits, natural gas & fuel oil, maintenance – plant, and office related expenses. Net income for the month of March was \$790,000.

6) **Request Commission approval to award the Ashland Avenue Interplant Forcemain Repair Project 16-010-CO1 to De Groot Inc. in the amount of \$237,548.15.**

L. Sarau stated that based on a leak found in 2015 at a fitting along the industrial forcemain and subsequent investigation into the condition of the hardware along both the industrial and interplant forcemains, NEW Water staff recommended to move forward with a project to resolve corrosion issues at all fittings along the forcemains. Since the Department of Transportation is currently doing some work along Ashland Avenue, NEW Water accelerated its project in that area to proceed with this work before the new pavement is placed.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

04/26/17

Cont'd

PROCEEDINGS OF THE COMMISSION

L. Sarau stated NEW Water contracted with Short Elliot Hendrickson, Inc. (SEH) to do the design, prepare bidding documents, and provide bidding and construction services for the project. She stated bids were opened on April 19, 2017, and the apparent low bidder was De Groot Inc. SEH recommended to award the project to De Groot and NEW Water staff concurs. She requested Commission approval to award the Ashland Avenue Interplant Forcemain Repair Project 16-010-CO1 to De Groot Inc. in the amount of \$215,953.15 and a 10% contingency for a total amount of \$237,548.15.

Commissioner Blumreich asked how this project is different. L. Sarau replied the contractor will be using different materials. Previously high strength low alloy bolts were used, and this project will use 316 stainless steel bolts with a bituminous coating, and a polyethylene wrap around the fittings.

Commissioner Mainz asked if staff can assure that the salt on the roads will not be a concern with the stainless steel. N. Qualls replied Wiss, Janney, Elstner Associates and SEH understand the environmental conditions in which the bolts would be placed and recommend using the stainless steel.

Motion #17-020

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to award the Ashland Avenue Interplant Forcemain Repair Project 16-010-CO1 to De Groot Inc. in the amount of \$215,953.15 and a 10% contingency of \$21,595.00 under the authority of the Executive Director for a total amount of \$237,548.15.

7) Sewer plan approvals:

a) Town of Ledgeview/Ledgeview Sanitary District No. 2 Contract A-2017; GBMSD Request 2017-10

B. Angoli stated the Town of Ledgeview/Ledgeview Sanitary District No. 2 is requesting 623 ft. of 8-inch sanitary sewer within the right-of-way of Explorers Trail west of Dollar Road, 473 ft. of 8-inch sanitary sewer within the easements in the Crossing at Dollar Creek Subdivision, 300 ft. of 8-inch sanitary sewer within the right-of-way of Dollar Lane between Dickinson Road/CTH G and Dollar Road, and 1,105 ft. of 8-inch sanitary sewer within the right-of-way of Northern Exposure east of Dollar Lane and north of Dickinson Road/CTH G. He stated flow would be tributary to NEW Water's Swan Road Interceptor.

b) Village of Howard Sanitary Sewer Relay Project No. 17001; GBMSD Request 2017-11

B. Angoli stated the Village of Howard is requesting to relay 426 ft. of 8-inch sanitary sewer within the right-of-way of Riverview Drive. He stated flow would be tributary to NEW Water's Bayview Interceptor.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

04/26/17
Cont'd

PROCEEDINGS OF THE COMMISSION

c) Village of Howard Sanitary Sewer Extension Project No. 2017-2017.01; GBMSD Request 2017-12

B. Angoli stated the Village of Howard is requesting 321 ft. of 8-inch sanitary sewer within the right-of-way of Howard Commons, 130 ft. of 8-inch sanitary sewer within the right-of-way of Commons Road, and 504 ft. of 8-inch sanitary sewer within the right-of-way Tree Hill Road. He stated flow would be tributary to NEW Water's Duck Creek Interceptor.

Motion #17-021

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the Town of Ledgeview/Ledgeview Sanitary District No. 2 and Village of Howard sewer plans subject to favorable review by Brown County Planning and final approval by the Wisconsin Department of Natural Resources (WDNR).

8) Update of projects:

a) Contract 34 Digestion and Solids Facility

B. Angoli reported the digester panels are up and the open slots between panels are closed and filled with concrete. He stated work is going on inside the digester gallery area and under the digesters. This work includes installation of piping for heat exchangers and fire sprinkler systems. Electrical wiring, conduit, mechanical piping, and HVAC duct work continues in the solids building. The solids building electrical substation generator switchgear and MCCs are being set and wired. Staff is working through the outstanding issue with the American Iron and Steel requirements. NEW Water staff met with Suez and the manufacturer on the granular activated carbon absorber system, and they are providing a series of changes to the system so NEW Water can have a safe operable system. A hazardous operations review of the system needs to be completed before final recommendations are submitted to staff and engineer.

Commissioner Blumreich asked if there will be additional cost for the changes. B. Angoli replied there could be additional costs for addition of CO meters on the system, temperature probes, and a flushing water system.

Commissioner Blumreich asked if this was a design flaw. N. Qualls replied there are aspects that are the contractor's responsibility and some changes were made to the programming issues. The contractor's position is the flushing water system is an optional item that NEW Water may elect to incorporate into the system operation.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

04/26/17
Cont'd

PROCEEDINGS OF THE COMMISSION

B. Angoli stated the issue on the nutrient recovery system has been resolved. Upon legal review, it was determined the proposed modification does not infringe on the existing patent and NEW Water can move forward with the design changes. He stated there will be some additional costs for the design changes.

Commissioner Blumreich asked what the significance in performance is for the nutrient extraction system. B. Angoli replied this change will remove the need to add ammonia to the process for struvite removal and potentially increase the amount of struvite recovered within the process stream. NEW Water will still have the ability to add ammonia to the system if needed.

b) Swan Road Interceptor Extension

L. Sarau stated at the time the project report was written, the project was 40% complete. The project is now 90% complete. She stated all pipes are in the ground and sewage is flowing through the pipes. Air testing, televising, and final restoration work needs to be done to complete the project.

J. Nicks stated that NEW Water does not have a sewer service agreement with the City of De Pere and Town of Ledgeview for the extension of this segment of sewer. NEW Water staff is currently working to finalize the agreement.

9) Operation report:

a) Effluent quality for March

P. Wescott reported both facilities were in compliance with effluent limits for the month of March. The De Pere Facility tied performance records for Total Suspended Solids for average daily concentration, average pounds discharged per day, and total monthly pounds discharged.

b) Air quality for March

P. Wescott reported the Green Bay Facility was in compliance with air quality limits for the month of March. There were no events in February that would have resulted in "Deviation Notification" submittals to the WDNR.

10) Executive Director's report:

a) May Commission meetings

A Commission workshop to discuss the reserves will be held on Thursday, May 18, 2017, beginning at 8:30 a.m. The May Commission meeting will be held Thursday, May 25, 2017, beginning at 8:30 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

04/26/17
Cont'd

PROCEEDINGS OF THE COMMISSION

b) Health insurance evaluation update

A memo on health insurance from Trisha Brown was included in the Commission packet. The Commission asked staff to get a national or regional evaluation of health policies. In August 2016 staff sent out a request for proposals to four firms, and received two submissions. One submission was non-responsive and one was an update to previous work done.

c) Laboratory Services Department name change

The laboratory Services Department's name changed to Laboratory & Research Department to better reflect the role of that department.

d) Bill Oldenburg promoted to Laboratory & Research Manager

On April 10, 2017 Bill Oldenburg was promoted from Pretreatment Program Coordinator to Laboratory & Research Manager. Staff is currently looking to fill the Pretreatment Program Coordinator position.

NEW Water received the Water Conservationist of the Year Award for its Silver Creek Pilot Project dated April 22, 2017. Bill Hafs accepted the award on behalf of NEW Water.

There being no further business to come before the Commission, the meeting adjourned at 9:28 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

Secretary