

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held February 27, 2019.

PRESENT: Commissioners Blumreich and Tumpach; Mainz and Hoffmann (via telephone)

EXCUSED: Commissioner Hasselblad

ALSO PRESENT: T. Sigmund, N. Qualls, P. Wescott, B. Vander Loop, J. Smudde, T. Brown, B. Angoli, L. Sarau, B. Brown, B. Clausen, E. Houghton, S. Bartlett, J. Czepinski, P. Smits, B. Oldenburg, S. Thieszen, J. Maas, T. Garrison, B. Bartel, J. Van Sistine, J. Nicks & J. Smies—Legal Counsel; B. Brown—Jacobs; A. Herman—Scott Municipal Utility Commission

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

1) Safety moment.

T. Sigmund stated that NEW Water, the brand of the Green Bay Metropolitan Sewerage District, provides CPR and First Aid training to staff on alternate years. There are seven four-hour CPR/AED training sessions scheduled in March and April. If any Commissioner is interested in attending, please contact Jean Van Sistine.

2) Introduce the new Accounting Manager, Beth Clausen.

B. Vander Loop introduced Beth Clausen, the new Accounting Manager. Beth started at NEW Water on January 28, 2019.

B. Clausen stated that she is in the middle of her fifth week at NEW Water. She has 22 years of accounting experience in different industries around the area. She recently worked as a Financial Planning and Analysis Manager at Heartland Business Systems and was a Controller at a paper industry. She has a Bachelor's Degree in Accounting and a Master of Business Administration.

The Commission welcomed her.

3) Adopt resolution of faithful service for Joseph Nicks.

Commissioner Blumreich read the resolution, and presented it to Joseph Nicks. Congratulations.

J. Nicks stated this resolution is very special to him, and is very appreciative to have worked with this organization. NEW Water is a different organization from any other client that he has had. NEW Water has a certain kind of philosophy and attitude that is very commendable, and it has been an honor to work with the Commission and staff. He thanked NEW Water for the resolution and for the cooperation and help that he has received over the last 12 years.

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T. Sigmund stated that when he started at NEW Water, he did not know much about policies and procedures for municipal governments. Joe Nicks provided guidance, and kept NEW Water on the straight and narrow. He greatly appreciated Joe Nicks' counsel. Thank you.

Commissioner Blumreich thanked Joe Nicks for his service, and conveyed Commissioner Hasselblad's appreciation and support of the resolution as well.

Commissioner Mainz personally thanked Joe Nicks for the guidance he has given NEW Water over the past 12 years. The Commission has been through a lot with Joe Nicks and his firm, and it has been almost always enjoyable.

Motion #19-010

It was moved by Tumpach, seconded by Mainz, and unanimously agreed to adopt the resolution of faithful service for Joseph Nicks (Resolution #19-003 is on file at the NEW Water offices).

- 4) **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 under 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) **Discussion of negotiation strategy concerning a potential industrial customer**
 - b) **Litigation involving industrial and interplant forcemains**

Motion #19-011

It was moved by Tumpach, seconded by Mainz, 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 under 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.

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

Motion #19-012

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

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Following closed session, agenda items were taken out of sequence based on staff's presence for reporting.

6) Approval of minutes of Commission meeting held January 23, 2019.

Motion #19-013

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the January 23, 2019 minutes as distributed.

8) Request Commission approval of a Relocation Order to support easement acquisition efforts for the Dutchman Creek Interceptor Rehabilitation Project #13-024.

B. Brown stated that NEW Water is nearing the end of the design process for the Dutchman Creek Interceptor Rehabilitation Project. The new design requires a significant realignment to improve creek crossings and minimize the number of manholes. Permanent easements will need to change because of the realignment, and staff will also be pursuing temporary easements for construction access. NEW Water staff have been working with a real estate specialist acting as a subcontractor to the project design consultant, Donohue & Associates. Easement documents have been prepared and Donohue is ready to negotiate with land owners, but a Relocation Order must first be filed with the Brown County Clerk. He requested Commission approval of a Relocation Order.

Motion #19-013

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to approve a Relocation Order to support easement acquisition efforts for the Dutchman Creek Interceptor Rehabilitation Project #13-024.

7) Preliminary December financials.

B. Clausen stated the December financials are preliminary until the financials are audited in March. She reported total operating revenues for the month of December were favorable to budget by \$684,000 or 23% mainly due to additional TSS and BOD loadings and hauled waste from the three cheese facilities. Year to date total operating revenues were favorable to budget by \$3,600,000 or 10%. Leading the favorable results were additional TSS and BOD loadings, hauled waste, and additional flow volume due to more precipitation received.

B. Clausen reported total operating expenses for the month of December were unfavorable to budget by (\$1,052,000) or 63% from more expenditures in maintenance – interceptors, contracted services, salaries & benefits, and maintenance – plant. Year to date total operating expenses were unfavorable to budget by (\$1,268,000) or 6% due to maintenance – interceptor expenses that were not budgeted

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and are in litigation, more power and natural gas & fuel oil related to the R2E2 delays, and \$726,000 was expensed in November 2018 related to the R2E2 Facility Planning. Year to date total operating expenses were offset by less expenses from maintenance – plant, chemicals, contracted services, and salaries & benefits. Net income for the month of December was \$3,386,000.

Commissioner Blumreich asked if NEW Water will receive some of the money back in maintenance – interceptors. T. Sigmund stated the money is being expensed and the intent is to receive money back through settlement.

Commissioner Mainz asked if NEW Water budgeted money in 2019 for the interceptors. T. Sigmund replied NEW Water did not budget any money in 2019 for the forcemain repairs because it expects to get the money back through settlement. NEW Water budgets for legal expenses.

Commissioner Tumpach asked for clarity on depreciation and interest expense. B. Clausen replied NEW Water did not budget any capital interest in 2018 to be amortized with the R2E2 Project. A portion of the interest expense can be capitalized.

9) Sewer plan approvals:

a) Village of Pulaski #0295-19-01; GBMSD Request #2019-04

B. Angoli stated the Village of Pulaski is requesting 2,210 ft. of 10-inch PVC sanitary sewer within the right-of-way of Crest Drive/CTH B west of Mountain Bay Drive and 1,260 feet of 8-inch sanitary sewer within the right-of-way of Pelican Drive between Crest Drive/CTH Band Falcon Drive. Flow would be tributary to the Bayview Interceptor.

b) Village of Howard #19003; GBMSD Request #2019-05

B. Angoli stated the Village of Howard is requesting 92 feet of 8-inch PVC sanitary sewer within the right-of-way of Shawano Avenue between Gabrielles Gate and Glendale Avenue, 1,402 feet of 8-inch sanitary sewer in the future right-of-way of Jordan Way between Glendale Avenue and Shawano Avenue, 165 feet of 8-inch PVC sanitary sewer within the future right-of-way of Brooke Drive west of proposed Jordan Way, 1,656 ft. of 8-inch PVC sanitary sewer in the current and future right-of-way of Jerome Way south of Glendale Avenue, and 308 ft. of 8-inch PVC sanitary sewer in the right-of-way of Allouez Avenue between Central Drive and Rachel Drive. Flow would be tributary to the Bayview Interceptor.

c) City of Green Bay 2019 Capital Projects; GBMSD Request #2019-06

B. Angoli stated the City of Green Bay is seeking administrative approval of its anticipated 2019 projects, including Eaton Heights 2 Subdivision, Sitka Heights Subdivision, Bradley Estates Subdivision, Sitka Street, Superior Road, Hillcrest Drive, Grandview Estates, Erie Road, Excalibur 3rd

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Addition, Excalibur 4th Addition, Lorraine Lane, Cornelius Drive, Edgewood Lane, Largo Ridge Estates, Niagara Trail, Harvest Court, East Mason Street (abandon siphons), South Chestnut Avenue, South Pearl Street, School Place Bridge Street, Arndt Street, and Shipyard Park. Detailed plans will be submitted later in the year for NEW Water staff technical review. Any sewer extensions not shown or covered within this approval will require individual Commission approval.

d) Village of Suamico Project #25-0153.11; GBMSD Request #2019-07

B. Angoli stated the Village of Suamico is requesting 105 ft. of 6-inch PVC force main within easement along Woodfield Court to Deerfield Avenue, 2,260 ft. of 8-inch HDPE force main in the right-of-way of Deerfield Avenue, 30 ft. of 8-inch PVC sanitary sewer stub with cap to Deerfield Avenue for future use, and 30 feet of 8-inch PVC sanitary sewer stub with cap for future private development. Flow would be tributary to the Bayview Interceptor.

e) Village of Suamico Project #25-0153.05; GBMSD Request #2019-08

B. Angoli stated the Village of Suamico is requesting 736 feet of 8-inch PVC sanitary sewer within the right-of-way of Irish Hill Estate between Velp Avenue and Farmington Way, 1,861 feet of 8-inch sanitary sewer within the right-of-way of Chambers Crossing, 1,116 feet of 8-inch PVC sanitary sewer within the right-of-way of Farmington Way, 246 feet of 8-inch PVC sanitary sewer within the right-of-way of Durum Court to Chambers Crossing, 603 feet of 8-inch PVC sanitary sewer within the right-of-way of Clover Field Court between Chambers Crossing and Farmington Way, and 99 feet of 8-inch sanitary sewer within the right-of-way of Johns Court to Chambers Crossing. Flow would be tributary to the Bayview Interceptor.

f) Town of Ledgeview/Ledgeview Sanitary District No. 2 Contract A-2019; GBMSD Request #2019-09

B. Angoli stated the Village of Ledgeview is requesting 1,930 feet of 8-inch PVC sanitary sewer within the right-of-way of Bobby Jones Court, 341 feet of 8-inch sanitary sewer within the right-of-way of Arnie's Court, 143 feet of 8-inch sanitary sewer within the right-of-way of CTH G (Dickerson Road), 550 feet of 8-inch sanitary sewer within the right-of-way of Amen Corner Drive, and 696 feet of 8-inch PVC sanitary sewer within the right-of-way of Everson's Court. Flow would be tributary to the Swan Road Interceptor.

Staff recommends approval of the sewer plans subject to favorable approval recommendations from Brown County Planning and final approval by the Wisconsin Department of Natural Resources (WDNR).

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Motion #19-015

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the Village of Pulaski, Village of Howard, City of Green Bay, Village of Suamico, and Town of Ledgeview/Ledgeview Sanitary District No. 2 sewer plans subject to favorable approval recommendations from Brown County Planning and final approval by the WDNR.

10) **Presentation on the 2018 Silver Creek Watershed Project, Adaptive Management Plan, and efforts in Ashwaubenon and Dutchman Creek.**

J. Smudde stated NEW Water submitted its permit renewal application, Final Compliance Alternatives Plan, and Adaptive Management Plan to the WDNR in December 2018. Last Friday NEW Water received comments back on the Adaptive Management Plan and Final Compliance Alternatives Plan. Staff and legal counsel are reviewing the comments, which were more numerous than expected on the Adaptive Management Plan.

The presentation was deferred to a future meeting.

11) **2018 Silver Creek water quality updates.**

This item was deferred to a future meeting.

12) **2018 Aquatic Monitoring Program updates.**

This item was deferred to a future meeting.

13) **Update of projects:**

a) **Contract 34 Digestion and Solids Facility**

B. Angoli reported the manufacturer for the nutrient recovery system is on site this week and will be finalizing equipment installation and programming. Once completed with system checkout, startup of the equipment for struvite removal will begin. Work continues on the existing solids building wall construction and the wall foundation has been poured. Removal of the lead paint from existing pipes will be coordinated by the contractor, which was not part of the original work change directive cost. Additional electrical work for powering lights and elevators was added to the project to provide lights for demolition contractors to investigate building for demolition. This electrical work was not included in the original work change directive cost. Total work expensed to date is \$297,327.24 out of \$750,000 approved for the wall construction. Milestone 5 should be completed by mid-March and Milestone 6 should be completed by March 31, 2019. The substantial completion date is June 30, 2019. NEW Water is working with the manufacturer to determine a long-term correction on the fluid bed incinerator wind box sand issue.

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B. Angoli reported the engineer is revising equipment manufacturer control screens to meet staff requirements for equipment operation. The engineer can perform these changes quicker and cheaper than the manufacturer. This work was not part of the Services During Construction Agreement and will be part of a future contract amendment. Staff is moving forward on utilizing the thickening centrifuge for processing waste activated sludge instead of primary sludge.

b) 2018 Interplant Forcemain Fitting Repair

L. Sarau reported the 2018 Interplant Forcemain Fitting Repair Project started in mid-December 2018. The project has been progressing well, except this week due to the weather. Currently, two crews are working on this project. One crew is working on Ashland Avenue near Victory Boulevard and progressing to the north, and the other crew is working near the intermediate chemical feed building and working toward the south. There is some work to be done on the east side of the river. Some hardware samples have been collected and have been sent to Wiss, Janney, Elstner Associates for testing. There is one issue with the project regarding Canadian National Railroad. The contractor and consultant are having a difficult time getting the railroad to respond to flag part of the work.

c) 2018 Industrial Forcemain Fitting Repair

L. Sarau reported the 2018 Industrial Forcemain Fitting Repair Project has been progressing pretty quickly. At this time Advance is working on Ninth Street near Grant Street. The last two locations to be done are in front of the middle school and Eighth Street. The work in front of the middle school will be done during spring break for safety reasons. Hardware samples have been collected from this project and sent to Wiss, Janney, Elstner Associates for testing. There have been some issues with traffic control and settlement, and SEH and Advance are working with the City of De Pere to resolve these issues.

d) Meter Stations 6, 8, and 9 Rehabilitation

B. Brown reported progress on the Meter Stations Rehabilitation Project has been steady. Electrical installation, HVAC duct work and equipment, some plumbing and roof work have been done in Meter Stations 8 and 9. The biggest development this past month was that NEW Water staff evaluated and decided to eliminate the flume channel coating in Meter Station 6 and reallocate that effort to wall and ceiling coating in the flume chambers. The weather has been impacting some aspects of the work. NEW Water expects to be nearing completion of at least one of the meter stations by the March Commission meeting.

14) January 2019 Operations report.

P. Wescott reported effluent quality for both facilities were in full compliance with effluent limits, and the Green Bay Facility was in compliance with air quality limits for the month of January.

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P. Wescott reported the results from the testing of the biogas engines in December indicate that both generators were in compliance with permit limits for all tested pollutants. Future tests will be conducted as part of NEW Water's air permit. Two tables on resource recovery were included in the Commission packet: Table 1 included the Green Bay Facility and Table 2 included both the Green Bay and De Pere Facilities. Almost 1,600 megawatts of electricity was generated for the month. Over 200,000 CCF of biogas was generated, and NEW Water was able to recapture and reuse 97.5% of it. Eight trial loads of high strength waste was received yesterday.

15) Executive Director's report:

a) March Commission meeting

The March Commission meeting will be held Wednesday, March 27, 2019, beginning at 8:30 a.m. Commissioner Hoffmann will not be at the meeting, so if any Commissioner cannot make the meeting, please let Jean Van Sistine know.

b) Executive Director approved agreements

A document summarizing the agreements approved by the Executive Director was provided in the Commission packet. The agreements were all within the Executive Director's authority limit.

c) Ethan Wandersee promoted to Wastewater Treatment Plant Operator

Ethan Wandersee was promoted from Operator-in-Training to Wastewater Treatment Plant (WWTP) Operator as of December 16, 2018.

d) Ryan Gardner promoted to Utility Worker

Ryan Gardner was promoted from limited term WWTP Operator-in-Training to Utility Worker on January 28, 2019.

e) NACWA's 2019 Winter Conference

A memo on the NACWA 2019 Winter Conference was provided in the Commission packet. The Environmental Protection Agency's support of Water Quality Trading and adaptive strategies for implementing market based programs were discussed. Two contaminants of emerging concern, perfluorooctane sulfonate and perfluorooctanoic acid were also discussed. T. Sigmund will forward a presentation given at the Government Affairs Seminar last week on Per- and Polyfluoroalkyl Substances in water. NEW Water's R2E2 video was selected for the NACWA's Engineer Excellence Award.

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f) Einstein Science Expo event

NEW Water and the Green Bay Water Utility joined together for a booth at the Einstein Science Expo on Saturday, February 2, 2019. An estimated 4,000 people attended the event, and staff from both utilities provided interesting information to both parents and children.

There being no further business to come before the Commission, the meeting adjourned at 10:16 a.m.

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A handwritten signature in black ink, reading "James F. Plummerick", is written over a horizontal line. The signature is cursive and flows from left to right.

Secretary