

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on October 26, 2022.

PRESENT: Commissioners Hasselblad, Mainz, and Hoffmann

ABSENT: Commissioners Tumpach and Blumreich

ALSO PRESENT: T. Sigmund, N. Qualls, B. Vander Loop, E. Tietzen, J. Smudde, P. Wescott, B. Clausen, P. Smits, B. Angoli, T. Biese, S. Thieszen, R. Bach, J. Valenta, B. Bartel, B. Oldenburg, L. Sarau, B. Brown, G. Ashauer, T. Garrison, E. Collar, B. Thompson, E. Houghton, J. Smies – Legal Counsel, B. Brown – Jacobs Engineering, J. Lynch – St. Norbert College

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.**
 - d) **Discussion of negotiation strategy concerning an industrial customer.**

Motion #22-071

It was moved by Mainz, seconded by Hoffmann, 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 #22-072

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

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3) Safety moment.

T. Sigmund gave a safety update on Daylight Savings Time.

4) Approval of minutes of Commission meeting held on September 28, 2022.

Motion #22-073

It was moved by Hoffmann, seconded by Meinz, and unanimously agreed to approve the Commission meeting minutes from September 28, 2022, as distributed.

5) Request Commission approval of Care Plus Dental Renewal.

E. Tietyen stated what the current enrollments were for both Lincoln Financial and Care Plus, and stated the benefits coverage has remained unchanged in 2023 for both plans. Staff's recommendation is to renew a one-year agreement with Care Plus and continue to provide dual choice dental insurance coverage for all eligible employees, while maintaining an 80/20 premium cost share for both plans.

Motion #22-074

It was moved by Hoffmann, seconded by Meinz, and unanimously agreed to approve continuation with Lincoln Financial to provide group dental insurance with 2023 premium sharing for eligible employees at \$34.18 per month for single plan coverage and \$107.47 for family plan coverage, and for Care Plus to provide group dental insurance for a one-year period with 2023 premium sharing for eligible employees at \$23.54 for single plan coverage and \$73.98 per month for family plan coverage.

6) Request Commission approval to close out the Green Bay Facility Sodium Bisulfite Storage Expansion Project and issue final payment to August Winter & Sons, Inc. in the amount of \$5,168.88.

L. Sarau stated on July 28, 2021, Commission approved and awarded the Green Bay Facility Bisulfite Storage Expansion Project #210030CO to August Winter & Sons, Inc. in the amount of \$206,475. This project included installation of an additional storage tank for sodium bisulfite in the dechlorination building. August Winter & Sons, Inc. has completed all work and is ready for close out and final payment in the amount of \$5,168.88.

Motion #22-075

It was moved by Hoffmann, seconded by Meinz, and unanimously agreed to close out the Green Bay Facility Sodium Bisulfite Storage Expansion Project contract and issue final payment of \$5,168.88 to August Winter & Sons, Inc.

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7) **Request Commission approval to close out the Ninth Street Interceptor Project and issue final payment to Michels Trenchless, Inc. in the amount of \$20,947.98.**

L. Sarau stated on March 23, 2022, Commission approved and awarded the Ninth Street Rehabilitation Project #180032CO to Michels Trenchless, Inc. in the amount of \$837,919. The purpose of this project was to renew the existing pipe and manholes using cured in place pipe lining and manhole epoxy lining. Michels Trenchless, Inc. has completed all work and is ready for close out and final payment in the amount of \$20,947.98.

Motion #22-076

It was moved by Hoffmann, seconded by Mainz, and unanimously agreed to close out the Ninth Street Interceptor Rehabilitation Project contract and issue final payment of \$20,947.98 to Michels Trenchless, Inc.

8) **2023 Budget workshop.**

T. Sigmund gave a presentation of the 2023 Budget workshop that included the following:

- Changes to the 2023 Budget from the September 28 Presentation
- 2023 Proposed Expenses
- 2023 Revenue
- Municipal Rate Comparison
- 2023 Budget Summary
- Next Steps

T. Sigmund stated there is a scheduled meeting with the Village of Suamico on December 5. Commissioner Mainz requested a summary of the municipal meeting with the Village of Allouez.

9) **ACDC Adaptive Management Program Assistance 2022 Amendment.**

E. Houghton stated on March 1, 2018, NEW Water, the brand of the Green Bay Metropolitan Sewerage District, issued a request for qualifications seeking professional services to assist with developing and implementing an Adaptive Management Program at NEW Water. The Jacobs Engineering Group (Jacobs) team, which includes sub-consultants, Tilth Agronomy and McMahon Associates, was selected to provide these Program Services. E. Houghton explained that Jacobs has been a great compliment to NEW Water in supporting the goals and mission of this program, and multiple accomplishments have been completed over the past few years. With Jacobs agreement scope scheduled through December 2022, staff is proposing an amendment that would cover the anticipated work from January 2023-June 2025 and would extend the contract through December 2025. The Scope of Work was provided to Commission.

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Commissioners expressed their gratitude and excitement over the Adaptive Management Program and to NEW Water staff for becoming leaders in this field.

Motion #22-077

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to approve Jacobs Engineering Group to provide consulting services for execution of the Ashwaubenon Creek and Dutchman Creek Adaptive Management Program in the amount of \$1,215,773 and a 5% contingency of \$60,788.65 under the authority of the Executive Director for a total amount of \$1,276,561.65.

10) **2022 Employee Satisfaction Survey Results with St. Norbert College.**

J. Lynch of St. Norbert College's Strategic Research Institute reviewed the 2022 Employee Satisfaction Survey results to give Commissioners a better understanding of how NEW Water's results compared to previous years.

Commissioner Hasselblad requested an additional meeting with A. Kelly to discuss the culture at NEW Water.

11) **Regional I&I Reduction Program Update.**

L. Sarau gave a presentation on the Regional I&I Reduction Program Updates which included:

- Elements of the Regional I&I Reduction Program
- Educational Assistance
- Technical Assistance
- Financial Assistance
- Flow Limits
- Compliance
- Stakeholder Feedback
- Next Steps
- Possible Implementation Phase Tasks

At 10:31 a.m. Commissioner Mainz left the meeting, ending the quorum.

12) **September Financials.**

B. Clausen stated operating revenues in total were favorable to budget both in September and year to date. Revenues have been favorable due to TSS and BOD.

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Operating expenses in September were favorable to budget by 6% from less expenditures than budgeted for solid waste disposal. Year to date, total operating expenses have been favorable to budget by 2% from expenditures than budgeted in contracted services, interceptor maintenance, salary, and benefits; offset by power, chemicals, and plant maintenance.

13) Update of Projects.

a) Project Update Summary

N. Qualls gave a general overview of updates on current projects and noted the continued supply chain issues. He also stated NEW Water was able to recover a televising camera that a crew had lost in our interceptor system, thanks to the efforts from NEW Water staff, the camera owner's crew, and the City of Green Bay.

Commissioner Hasselblad had requested some additional information on the North Plant Clarifier Rehabilitation Project on why it was currently color coded red under the budget column. N. Qualls stated due to inflation, NEW Water has seen significant increase in the cost of the project. It is something that is continuously monitored, but it is anticipated to be on the upper end of what was estimated in the Facility Plan.

b) DPF Tertiary Filtration and Service Water Improvement Project

B. Angoli stated the project is moving along and the service water system equipment checkout and startup is expected to be complete by the end of October. Scum pump installation is expected to be complete by early November. With work continuing to move on in other areas, staff needs to finish working on the determination of how to move forward with the backwash piping issues.

14) September 2022 Operations report.

P. Wescott reported both facilities were in full compliance with all effluent limits for the month of September. The De Pere Facility tied a performance record for the Ammonia for average pounds discharged per day.

September was another strong month for electrical production and biogas usage. For the month of September, the solids processing facility generated 1,452 MWH of electricity. Total bio-gas volume recovered was 227,406 CCF. This is approximately 96% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 1,197,265 gallons of high strength waste in September.

We have had a very stable year related to electrical generation and overall electrical usage, but did see a small usage decrease in September due to a planned incineration system shutdown. Overall, the outage went very well, and lasted roughly three and a half weeks starting late September, through October 19.

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15) **Executive Director Report.**

a) **December Commission meeting**

The December Commission meeting will be held Wednesday, December 7, 2022, beginning at 8:30 a.m. This will be held both in person and via Zoom. There will be an additional Commission meeting on November 10, 2022, for the purpose of the performance evaluation of the Executive Director.

b) **COVID-19 Update**

A general update of COVID-19 was provided to the Commission.

c) **Bill Angoli awarded the Schroeffer Innovation Facility Design medal**

The Water Environment Federation has awarded Bill Angoli with the Schroeffer Innovative Facility Design Medal for his leadership of the Resource Recovery & Electrical Energy (R2E2) Project. Bill was NEW Water's Project Manager during all phases of the R2E2 project including evaluation of alternatives, design, equipment procurement, and through construction and start-up activities.

Commissioners congratulated B. Angoli.

d) **Community Leaders Convene to Celebrate Water**

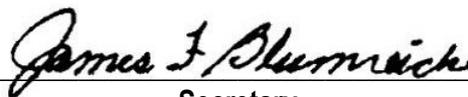
On October 18, 2022, community leaders convened to celebrate water on the anniversary of the 50th year of the Clean Water Act, and the 90th year of NEW Water's service to the community. The event was held at the STEM Innovation Center on the University of Wisconsin-Green Bay campus.

e) **Wisconsin Wastewater Operators Association (WWOA)**

NEW Water hosted the 56th Annual WWOA Conference at the Green Bay Facility this year. Staff organized, gave presentations, and hosted a tour of 54 participants from around Wisconsin. A feature was done in WWOA magazine on the event.

There being no further business to come before the Commission, the meeting adjourned at 10:44 a.m.

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Secretary