

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

The regular meeting of the Commission was held via Zoom videoconference on September 25, 2024.

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

ALSO PRESENT: T. Sigmund, B. Clausen, N. Qualls, J. Smudde, E. Tietzen, P. Wescott, B. Angoli, G. Ashauer, R. Bach, J. Becken, T. Biese, A. Butry, R. Brown, S. Fidler, T. Hoops, E. Houghton, T. Garrison, C. Mueller, B. Oldenburg, E. Pearson, L. Sarau, P. Smits, S. Thieszen, B. Thompson, K. Verbeten, L. Vickman, M. Shefchik – Cottingham & Butler / Carlson Dettman, J. Smies – Legal Counsel

Commission President Hasselblad called the meeting to order at 8:29 a.m.

Commissioner Danen joined the meeting at 8:30 a.m.

1) **Safety Moment.**

T. Sigmund gave a safety update on fire safety.

2) **Approval of minutes of Commission meeting held August 28, 2024.**

Motion #24-065

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to approve the August 28, 2024, meeting minutes as distributed.

3) **Introduce new employees, Eugene Pearson and Tyler Hoops.**

J. Becken introduced E. Pearson and T. Hoops, NEW Water's, the brand of the Green Bay Metropolitan Sewerage District's, new Operator II's, who provided the Commission with their educational background and previous work experiences. E. Pearson and T. Hoops expressed their gratitude for the opportunity. The Commission welcomed both Eugene and Tyler.

4) **Request Commission approval of 2025 Salary Market Adjustment.**

E. Tietzen introduced Matt Shefchik from Cottingham & Butler (previously named Carlson Dettmann LLC). M. Shefchik provided a summary of the memo detailing the research and resulting market adjustment recommendation.

Motion #24-066

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to accept the consultant's recommendation to adjust the ranges for pay grades 5 through 17 per slide 16 of the 2024 Compensation Study Project Report.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

9/25/24

Cont'd

PROCEEDINGS OF THE COMMISSION

5) Request Commission approval of 2025 Health Insurance.

E. Tietzen showed comparables between the HMO/PPO plan options to partner with Prevea360 and withdraw from the Wisconsin Public Employers Insurance Program. Tietzen went over the amount of employees who are currently covered through NEW Water's health insurance, and amount of employees who partake in the opt-out payments. After going over the two options, Commissioners said the employer contribution to a Health Savings Account (HSA) should be distributed throughout the year in increments.

Both Commissioner Blumreich and Tumpach gave feedback about their personal experiences with High Deductible Health Plans (HDHP) and why they should be considered. Blumreich suggested that if we went to an HDHP, we give employees the partial employer contribution upfront in January to assist with building up their HSA balance.

Motion #24-067

It was moved by Tumpach, seconded by Blumreich, and unanimously agreed to withdraw from the Wisconsin Public Employers Insurance Program and to partner with Prevea360 to offer the \$500/\$1,000 and \$2,000/\$4,000 plan options. Staff recommends a cost share of 85%/15% for the lowest-cost HMO Plans and an 83.5%/16.5% cost share for the PPO plans. Staff also recommends an Employer HSA Contribution of \$1,000 for a single plan and \$2,000 for a family plan for those who elect the High Deductible option. A resolution to withdraw from the Wisconsin Public Employers Insurance Program will be presented as a separate agenda item.

6) Request Commission Approval to adopt the Resolution to Withdrawal from the Wisconsin Public Employer's Group Health Insurance Program.

Motion #24-068

It was moved by Mainz, seconded by Blumreich, and unanimously agreed on the acceptance of the resolution to withdraw from the Wisconsin Public Employer Insurance Group effective January 1, 2025, and to delegate the authority to the Executive Director to serve as the Authorized Employer Representative (Resolution #24-009 is on file at the NEW Water offices).

7) Request Commission Approval to abate the tax levy for 2025.

Motion #24-069

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to abate the tax levy for the cities, villages, and towns having territory in NEW Water for 2025.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

9/25/24

Cont'd

PROCEEDINGS OF THE COMMISSION

- 8) **Request Commission Approval to enter into an agreement with Tyler Technologies, Inc. for SaaS conversion and annual support/maintenance.**

Motion #24-070

It was moved by Mainz, seconded by Blumreich, and unanimously agreed for the Executive Director's signature of the Tyler MUNIS SaaS migration and enter into this agreement.

- 9) **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) **Litigation involving Bayview Interceptor.**
 - b) **Potential litigation resulting from environmental testing by significant industrial user.**
 - c) **Potential transfer of certain interceptor segments pursuant to Section 5.05 of the Sewer Use Ordinance to a municipality.**

Motion #24-071

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.

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

Motion #24-072

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

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

9/25/24

Cont'd

PROCEEDINGS OF THE COMMISSION

11) Update of Projects:

a) GBF Service Water System Improvements.

R. Brown stated that the work is going well, but the schedule has been stretched due to significant manufacturing delays. The north strainer was received and installed after a two-month delay. Subsequent programming issues on startup then prevented completion of the required seven day trial period within the time constraints of the annual incinerator shutdown. The potential impact on project completion could be as much as 10 weeks.

b) GBF North Plant Clarifier Rehabilitation Project.

R. Brown stated that fieldwork started on Primary Clarifier #3 back in June. The structural modifications are almost complete and assembly for the replacement equipment is progressing. The startup of the new system is expected to begin in the next month. Work on Final Clarifier #5 began in August and demolition of the old system is complete. Miscellaneous repairs and patching of the concrete deck are ongoing. The expectation is that FC #5 is completed and operational before the weather gets cold.

Brown stated that work has progressed slower than expected due to unknown conditions. Contract adjustments will need to be negotiated due to the unforeseen grout conditions.

12) 2025 NEW Water Budget.

B. Clausen gave an overview of the 2025 Draft Budget. This presentation contained the following information:

- Changes to 2025 Budget from August 28, 2024 Presentation
- Proposed 2025 Budget
- Flows and Loads
- 2025 Proposed Expenses
- 2025 Revenue
- Municipal Rate Comparison
- 2025 DRAFT Budget Summary
- Next Steps

A draft 2025 Budget was also provided.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

9/25/24

Cont'd

PROCEEDINGS OF THE COMMISSION

13) August 2024 Financials.

C. Mueller reported that August's operating revenues were favorable to budget due to Higher TSS and TKN Loadings. Year to date, total operating revenues were favorable to budget due to mill revenue being below budget.

August's operating expenses were unfavorable to budget due to more expenditures than budgeted in plant maintenance, solid waste disposal, and chemicals. Year to date, total operating expenses were favorable to budget due to fewer expenditures than budgeted in contracted services, salaries and benefits, and plant maintenance.

14) August 2024 Operations report.

P. Wescott reported both facilities were in full compliance with all effluent limits on the month of August. The Green Bay Facility complied with air quality limits for the month of August.

For the month of August, the solids processing facility generated 1,358 MWH of electricity. Total bio-gas volume recovered was 124,199 CCF. Bio-gas treatment media was replaced on the iron sponges in late July into early August. The iron sponges help to remove hydrogen sulfide from the gas steam. During media replacement, all of the bio-gas needed to be routed through the flare. NEW Water received 335,016 gallons of high strength waste in August.

15) Executive Director's Report:

a) October Commission Meeting.

The next meeting will be held on October 23, 2024, at 8:30 a.m. via hybrid meeting.

b) Clean Water Fund Loan Closing.

NEW Water planned to present approval of General Obligation Notes to start the process of closing the Clean Water Fund Program loan for the Green Bay Facility Thickening (4198-61) and De Pere Facility Headworks Improvement Phase I (4198-73) Projects at the September Commission meeting. During the documentation process, NEW Water was informed by staff from the Clean Water Fund of an anticipated subsidized interest decrease from 2.365% to 2.2% on October 1, 2025. The decrease in interest rate would save NEW Water customers \$540K in interest over the 20-year loan, therefore NEW Water plans to present for approval at October's Commission meeting to close the loan at a lower interest rate.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

9/25/24

Cont'd

PROCEEDINGS OF THE COMMISSION

c) Intern Appreciation Day.

On July 25, 2024, E. Tietyen and S. Fidler from NEW Water's HR Department put together an event on National Intern Day. Ten interns were in attendance. T. Sigmund stated how well HR has done this year in working with NEW Water's interns to make it a positive experience for them.

d) Adaptive Management Fall Field Day.

On September 5, 2024, NEW Water hosted a field day in Ashwaubenon Creek and Dutchman Creek, with Lower Fox Demonstration Farms and watershed partners, to showcase new advancements in cover crop planting including drone seeding.

e) Focus on Energy Incentive Update.

The GBF Thickening Improvements Project that was approved this past summer will achieve a higher thickened solids concentration entering the anaerobic digesters resulting in less water entering the digesters and longer solids retention time. This will decrease the amount of heat needed to keep the digesters warm and will increase biogas and on-site electrical energy generation. Focus on Energy has offered a financial incentive along with a grant from the Clean Water Fund Program through the Wisconsin Department of Natural Resources (WDNR) offers to match Focus on Energy incentives up to \$50,000 for projects funded through their program. Combined, these incentives will reduce the cost to our customers over the life of the 20-year loan.

f) 2025 Draft Budget Outreach.

On Tuesday, August 27, T. Sigmund and B. Clausen made a presentation to the Village of Ashwaubenon Board on the implementation of NEW Water's long-term capital improvements plan and the draft 2025 NEW Water Budget.

On Thursday, September 19, a Municipal & Industrial Partner meeting was scheduled to be held in – person at NEW Water, to discuss the draft 2025 NEW Water Budget.

On Tuesday, October 1, T. Sigmund and N. Qualls will make a presentation to the Village of Allouez Board on upcoming activities at NEW Water and the draft 2025 NEW Water Budget.

g) Grant for HABs Outreach.

NEW Water has received a grant from the Wisconsin Coastal Management Program to support educational outreach initiatives to increase awareness about Harmful Algal Blooms (HABs).

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

9/25/24
Cont'd

PROCEEDINGS OF THE COMMISSION

h) **Comments to WDNR on PFAS.**

NEW Water submitted comments to the Wisconsin Department of Natural Resources (WDNR) on their new "PFOS and PFOA Minimization Plan Expectations" Guidance document.

There being no further business to come before the Commission, the meeting adjourned at 10:29 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT


Secretary