

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

The regular meeting of the Commission was held in person and via Zoom videoconference on January 22, 2025.

PRESENT: Commissioners Hasselblad, Mainz, Tumpach, Danen, and Herrman.

ALSO PRESENT: N. Qualls, B. Clausen, J. Smudde, E. Tietzen, P. Wescott, G. Ashauer, J. Becken, T. Biese, R. Brown, T. Garrison, E. Houghton, B. Kloehn, C. Mueller, B. Oldenburg, L. Sarau, P. Smits, C. Strom, S. Thieszen, B. Thompson, K. Verbeten, J. Valenta, J. Smies – Legal Counsel, B. Angoli – NEW Water Retiree, J. Blumreich – Past NEW Water Commissioner

Commission President Hasselblad called the meeting to order at 8:31 a.m.

1) Welcome new Commissioner, Allan Herrman.

A. Herrman provided the Commission with a summary of his professional background.

The Commission welcomed him.

2) Administer Oath of Office.

Commissioner Herrman took the Oath of Office.

3) Elect Commissioner Herrman as Vice President.

Motion #25-001

It was moved by Mainz, and seconded by Tumpach, and unanimously agreed to approve to elect Commissioner Herrman as Vice President.

4) Election of Officers.

Nominations were received for Kathryn Hasselblad to remain President and elect Thomas Mainz to Secretary.

Commissioner Hasselblad questioned if there were any objections before motioning to approve the slate of officers for the 2025 calendar year.

Motion #25-002

It was moved by Danen, and seconded by Tumpach, and unanimously agreed to approve to keep K. Hasselblad as Commission President and elect T. Mainz as Commission Secretary.

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5) Adopt Service Appreciation Resolution for Commissioner Blumreich.

Commissioner Hasselblad read the Service Resolution for Commissioner Blumreich.

Commissioner Blumreich shared some words of gratitude.

Motion #25-003

It was moved by Mainz, seconded by Herrman, and unanimously agreed to approve to adopt a Service Appreciation Resolution for Commissioner Blumreich (Resolution #25-001 is on file at the NEW Water office).

6) Adopt Retirement Resolution for employee, Bill Angoli.

Commissioner Hasselblad read the Retirement Resolution for B. Angoli.

N. Qualls shared highlights from B. Angoli's 36-year career at NEW Water, the brand of the Green Bay Metropolitan Sewerage District. B. Angoli spoke on his time at NEW Water and thanked the Commission. The Commission thanked Bill for his years of dedicated service to NEW Water and wished him well.

Motion #25-004

It was moved by Mainz, seconded by Herrman, and unanimously agreed to adopt the Retirement Resolution for Bill Angoli (Resolution #25-002 is on file at the NEW Water office).

7) Safety Moment.

N. Qualls gave a safety update on psychological safety.

8) Approval of minutes of Commission meetings held December 2, 2024, December 4, 2024, and December 16, 2024.

Motion #25-005

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the December 2, 2024, December 4, 2024, and December 16, 2024, meeting minutes as distributed.

9) Introduce new employees, Brad Kloehn, Cade Strom, and Jamia Tancock.

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- a) G. Ashauer introduced Brad Kloehn. Brad started with NEW Water in December as a Senior SCADA Automation Engineer. Brad gave a brief background and shared his excitement to be working at NEW Water.
 - b) J. Becken introduced Cade Strom who provided the Commission with his educational background and job experience with NEW Water. Cade joined NEW Water in January as an Operator II.
 - c) J. Tancock could not attend the January meeting and will be introduced at the February Commission meeting.
- 10) **Request Commission approval of Amendment No. 1 to the existing agreement with Strand Associates for the Green Bay Facility Administration Building Air Handling Unit Replacement Project, increasing the projected design services fee by \$15,100.**

R. Brown stated that early last year NEW Water received a singular bid for a project to replace two air handling units. The bid was rejected and a new agreement with Strand Associates, Inc. was created, expanding the scope of work to generate greater contractor interest. During execution, scope elements were added to replace critical cooling equipment for the Maintenance Building and to resolve air distribution problems in the Administration Building. Significant structural, mechanical, and electrical design efforts supported those additions.

Motion #25-006

It was moved by Danen, seconded by Mainz, and unanimously agreed to approve Amendment No. 1 for the Green Bay Facility Administration Building Air Handling Unit Replacement Project #220016DS2 with Strand Associates, Inc. for additional engineering services in the amount of \$15,100.

- 11) **Request Commission approval to award the construction contract for the Green Bay Facility Green Infrastructure Parking Lot Reconstruction to Peters Concrete Company for the amount of \$146,086.49.**

L. Sarau stated that during the final construction contract of the R2E2 project, the entire NEW Water Green Bay Facility site was repaved or resurfaced except for one staff parking lot located south of the Administration Building.

NEW Water entered into an agreement with Robert E. Lee & Associates to provide recommendations for permeable pavement and to design the parking lot reconstruction.

The project includes removal of the existing asphalt pavement, constructing a new parking lot base with drain tile, permeable concrete pavers, and new asphalt pavement. The addition of permeable

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paver to the parking lot is designed to improve suspended solids capture and slow down the storm water run-off.

NEW Water staff and design engineer have reviewed the bids submitted for the project and determined that Peters Concrete Co. is the lowest cost, responsive, responsible bidder.

Motion #25-007

It was moved by Mainz, seconded by Herrman, and unanimously agreed to award the Green Bay Facility Green Infrastructure Parking Lot Reconstruction Project to Peters Concrete Co. for \$132,806.49 and a 10% contingency of \$13,280 under the authority of the Executive Director for a total amount of \$146,086.49.

- 12) Request Commission approval to enter into an agreement with Brown and Caldwell to provide engineering services related to Phase 2 of the Implementation of the Regional I&I Reduction Program in the total amount of \$132,000.00.**

L. Sarau stated as part of the Strategic Plan effort, NEW Water is undertaking an initiative to lead and support the reduction of Inflow & Infiltration (I&I) in collaboration with our municipal customers.

NEW Water engaged Brown and Caldwell to provide services to assist with a Regional I&I reduction Program since October 2020. Implementation is expected to occur over multiple years. The requested agreement includes tasks related to Phase 2 of the implementation process.

Motion #25-008

It was moved by Mainz, seconded by Herrman, and unanimously agreed to approve Brown & Caldwell to provide engineering services for Phase 2 of Implementation of the Regional I&I Reduction Program in the amount of \$120,000 with a 10% contingency of \$12,000 under the authority of the Executive Director for a total amount of \$132,000.

- 13) Request Commission approval to execute the Federal Requirements Compliance Certification for De Pere Facility Tertiary Filtration Improvements Project No 4198-63.**

T. Biese stated that a closeout requirement of the WDNR's Clean Water Fund Program for the De Pere Facility Tertiary Filtration and Service Water Project, WDNR CWFL Project 4198-63, requires certification that NEW Water has met the following federal requirements: Davis-Bacon prevailing wage rate requirements, Use of American Iron and Steel, and Fiscal Sustainability Plan.

Motion #25-009

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It was moved by Tumpach, seconded by Herrman, and unanimously agreed to execute the Federal Requirements Compliance Certification for De Pere Facility Tertiary Filtration and Service Water Project 4198-63.

Commissioners Hasselblad and Mainz have signed the certification form certifying compliance.

14) Sewer Plan Approvals:

- a) Village of Ashwaubenon, Project #H0599 09-24-00704, GBMSD Request #2025-01.
- b) Town of Lawrence, Project #L0017-092200520, GBMSD Request #2025-02.
- c) Village of Howard, Project #25006, GBMSD Request #2025-03.
- d) Village of Howard, Project #25007, GBMSD Request #2025-04.
- e) Village of Hobart, Project #2320-25-01, GBMSD Request #2025-05.

Motion #25-010

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve plans for proposed sewer to serve area located within NEW Water submitted by the Village of Ashwaubenon, Town of Lawrence, Village of Howard, and Village of Hobart; with the Village of Hobart's approval subject to staff review. This approval is subject to favorable approval recommendations from Brown County Planning and final approval by the WDNR.

Commissioner Danen left the meeting at 9:20 a.m.

15) 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 #25-011

It was moved by Mainz, seconded by Tumpach, 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

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concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved.

16) Reconvene in open session.

Motion #25-012

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

17) Update of Projects:

a) Quarterly Project Updates.

N. Qualls reviewed the Project Update Summary spreadsheet and highlighted projects and their statuses.

18) November 2024 Financials.

C. Mueller reported that November's operating revenues were favorable to budget due to higher volume due to precipitation. Year to date, total operating revenues were favorable to budget.

November's operating expenses were favorable to budget. Year to date, operating expenses were favorable to budget from fewer expenditures than budgeted in contracted services, salaries and benefits, and solid waste disposal.

19) November and December 2024 Operations report.

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

In the month of December, the De Pere Facility tied a performance record for Ammonia for average pounds discharged per day. The Green Bay Facility tied performance records for Ammonia for average daily concentration, average pounds discharged per day, and for total pounds discharged per month.

For the month of November, the solids processing facility generated 1,479 MWH of electricity. Total bio-gas volume recovered was 160,194 CCF. This is just over 76% of the total volume produced. The bio-gas hydrogen sulfide treatment system required maintenance repair during the month. During the repair, all of the bio-gas needed to be routed through the flare.

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For the month of December, the solids processing facility generated 1,423 MWH of electricity. Total bio-gas volume recovered was 200,699 CCF. This is just under 93% of the total volume produced.

Overall, both facilities have been operating well.

20) Executive Director's Report:

a) February Commission Meeting.

The next meeting will be held on February 26, 2025, at 8:30 a.m. via hybrid meeting.

b) 2024 Merit Statistics.

Upon the completion of 2024 performance evaluations, staff provided the Commissioners with the results of merit adjustments granted. These adjustments fell into the allotted budget for 2024. A report of the last few years of merit statistics was requested by the Commission.

c) 2024 Volunteer Hours Program Recap.

A 2024 Volunteer Hours Program recap was provided.

d) Local Inflow & Infiltration Reduction Workshop.

On December 10, 2024, NEW Water hosted its first Local Inflow & Infiltration (I&I) Reduction Workshop with municipal customers.

e) Senator Wall Visit.

On January 3, 2025, incoming Wisconsin Senator Jamie Wall (D - Green Bay, District 30) visited NEW Water for a tour of the Green Bay Facility.

There being no further business to come before the Commission, the meeting adjourned at 10:00 a.m.

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Secretary