

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

The regular meeting of the Commission was held in person and via Zoom videoconference on April 23, 2025.

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

ABSENT: Commissioner Hasselblad

ALSO PRESENT: N. Qualls, B. Clausen, L. Sarau, J. Smudde, E. Tietyen, P. Wescott, G. Ashauer, R. Bach, T. Garrison, C. Mueller, B. Oldenburg, P. Smits, S. Thieszen, B. Thompson, E. Houghton, T. Biese, J. Valenta, B. Nelson – Legal Counsel, J. McNamera – PFM, K. Hanson – PFM.

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

1) **Safety Moment.**

N. Qualls gave a safety update on Distracted Driving Awareness Month.

2) **Approval of minutes of Commission meetings held March 26, 2025.**

Motion #25-031

Herrman moved, Danen seconded, and the unanimously agreed-upon vote was to approve the March 26, 2025, meeting minutes as distributed.

3) **Adopt Retirement Resolutions for Maintenance Mechanic Leader, Jim Harper.**

P. Smits provided career achievements for Jim Harper and thanked him for his dedicated services to NEW Water, the brand of the Green Bay Metropolitan Sewerage District since 1992.

Commissioner Tumpach joined the meeting at 8:33 a.m.

Motion #25-032

It was moved by Herrman, seconded by Danen, and unanimously agreed to adopt the Retirement Resolutions for Jim Harper. (Resolution #25-005 is on file at the NEW Water offices).

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- 4) **Request Commission approval to close out the construction contract for the Solids building Platform and Stairway Project #230011-CO and issue final payment in the amount of \$35,838.75 to Lunda Construction Company.**

L. Sarau stated that in January of 2024, the Commission awarded a construction contract for the Solids Building Platforms and Stairs Project (#230011CO) to Lunda Construction. The work performed under this contract was designed to improve safety and productivity by constructing maintenance platforms in critical sections of the Generator Room and Polymer area of the Solids Building. Several sets of stairs in the Incinerator Room were also modified to minimize tripping. Lunda has completed all work in accordance with the contract documents and is ready to close out and receive the final payment.

Motion #25-033

It was moved by Danen, seconded by Herrman, and unanimously agreed to approve the closure of the construction contract for the Solids Building Platforms and Stairs Project #230011CO and issue a final payment of \$35,838.75 to Lunda Construction Company.

- 5) **Request Commission approval for the addition of one Utility Worker position in the Maintenance Department and the associated revision to the organizational chart.**

P. Wescott stated NEW Water staff is requesting a temporary modification to the organizational chart within the Maintenance Department to add one additional Utility Worker, increasing the headcount from 23 to 24. Wescott describes Utility Helpers' vital role at NEW Water, including supporting plant-wide outages, handling most of the building and grounds work, supporting many critical functions as a result of being confined space trained.

Since October of 2023, the Utility Worker group has been operating with only two individuals due to a work-related injury, resulting in a backlog of work. Some work has been reallocated to Mechanics, taking away their time to complete their core duties. This hire would address the lost Utility worker hours and prepare for an anticipated retirement within the Maintenance Department. While this is a temporary increase in the headcount, the long-term intention is to maintain the Utility Worker group at three employees.

Motion #25-034

It was moved by Herrman, seconded by Tumpach, and unanimously agreed to the addition of a Utility Worker position to the Maintenance Department with the associated revision to the organizational chart.

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6) Request Commission Approval of Resolution authorizing the issuance and sale of not to exceed \$18,100,000 General Obligation Promissory Notes, Series 2025.

B. Clausen introduced K. Hanson with PFM Financial, who provided the Commission a presentation on 2025 Borrowing – Downtown Interceptor Project, which included the following:

- What is a Municipal Bond
- Debt Issuance Process
- Transaction Management
- Outstanding Debt and Debt Limit
- Preparing to Finance the Project

B. Clausen reviewed the repayment plans presented by PFM and indicated that the Level Debt Service Structure was the most stable and, overall, a more cost-effective approach for our customers. With volatile markets, it was recommended that PFM monitor the market to sell on a day that poses the best possible rate for NEW Water, not to exceed 6%.

Motion #25-035

It was moved by Herrman, seconded by Tumpach, and unanimously agreed to approve the Resolution Authorizing the Issuance and Sale of Not to Exceed \$18,100,000 General Obligation Promissory Notes, Series 2025, and authorize the Executive Director to accept the winning bond bid, with true interest cost rate to not exceed 6%.

7) Sewer plan approvals:

- a) Village of Bellevue, Project #M-6917, GBMSD Request #2025-10
- b) City of De Pere, Project #25-02, GBMSD Request #2025-13
- c) Village of Hobart, Contract #2302-25-02, GBMSD Request #2025-14

Motion #25-036

Commissioner Danen abstained from the approval due to his affiliation with the City of De Pere.

It was moved by Herrman, seconded by Tumpach, and agreed to approve the Village of Bellevue, City of De Pere, and Village of Hobart plans for the proposed sewers to serve land located within NEW Water. This approval is subject to favorable approval recommendations from Brown County Planning and final approval by the WDNR.

8) 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

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

Motion #25-037

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

- 9) Reconvene in open session.**

Motion #25-038

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

- 10) Update of Projects:**

- a) Quarterly Project Updates.**

L. Sarau provided the Commission with an update of current projects.

- b) GBF Thickening Improvements.**

T. Biese stated the Commission approved the Thickening Improvements Project in June of 2024, and the Notice to Proceed was issued to the contractor in August 2024. Equipment and project documents are being reviewed by NEW Water staff and Engineer. Construction on the first thickening system is expected to begin near the end of summer or early fall 2025.

- 11) Adaptive Management Program Updates.**

E. Houghton provided an update on the Adaptive Management Program as follows:

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- Actively Farmed Oneida Nation Land
- NEW Water's Adaptive Management Compliance Strategy
- Core Program Collaborations
- ACDC Water Quality & Biological Monitoring
- NEW Water's Adaptive Management Program 2024 Updates: Ashwaubenon and Dutchman Creeks
- ACDC Implementation Costs & Reductions
- NEW Water's Adaptive Management Program 2024 Updates: Grant Projects
- NEW Water Grant Funding
- Federal Impacts on Funding Strategy & Grants
- 2025 Practices
- Next Steps in NEW Watershed Program

12) March 2025 Financials.

C. Mueller reported that March's operating revenues were favorable to budget. Year to date, total operating revenues were unfavorable to budget.

January's operating expenses were favorable to budget due to fewer expenditures than budgeted in plant maintenance, and salaries and benefits. Year to date, operating expenses were favorable to budget due to fewer expenditures than budgeted in contracted services, plant maintenance, and salaries and benefits.

13) March 2025 Operations Report.

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

For the month, the solids processing facility generated 1,448 MWH of electricity. Total bio-gas volume recovered was 200,729 CCF. This was just under 87% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 976,123 gallons of high-strength waste.

Wescott stated on March 4, the WDNR Air Management Engineer visited the Green Bay Facility and conducted the required biennial audit of the site's air permit and associated pollution control systems. The meeting went well overall, and after providing follow up items, NEW Water received a close-out email on March 20, with no further action.

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On March 5, NEW Water received the results from the required Incinerator Emissions Stack Testing conducted in February on the sludge incinerator at the Green Bay Facility. The measurement values returned significantly lower than the Limits set by the Environmental Protection Agency. The next scheduled stack test is planned for March 2027.

14) Executive Director's Report:

a) May Commission Meeting.

The next meeting will be held on May 28, 2025, at 8:30 a.m. via hybrid meeting.

b) NFL Draft Preparations

NEW Water's internal NFL Draft Preparation Team had identified and addressed concerns before the NFL Draft.

c) Visits from State Elected Officials.

On March 31, Representative Joy Goeben (R- Hobart, District 5) and Representative Shae Sortwell (R-Two Rivers, District 2) toured our Green Bay Facility.

d) Public Information Meeting.

NEW Water will be hosting a Public Information meeting on May 6, to discuss the Downtown Interceptor Renewal Project and East River Interceptor Project. On May 28, a meeting will be held to discuss the East River Lift Station and Force Main Improvements Project. Information about these meetings are posted on our website.

There being no further business to come before the Commission, the meeting adjourned at 10:24 a.m.

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Secretary.