

# GREEN BAY METROPOLITAN SEWERAGE DISTRICT

## PROCEEDINGS OF THE COMMISSION

The regular meeting of the Commission was held in person and via Zoom videoconference on May 28, 2025.

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

**EXCUSED:** Commissioner Hasselblad

**ALSO PRESENT:** N. Qualls, B. Clausen, L. Sarau, J. Smudde, E. Tietzen, P. Wescott, G. Ashauer, R. Bach, T. Garrison, C. Mueller, B. Oldenburg, S. Thieszen, B. Thompson, E. Houghton, T. Biese, J. Becken, K. Verbeten, M. McGuire, R. Brown, J. Smies – Legal Counsel, A. Drewieski - CLA

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

### 1) **Safety Moment.**

N. Qualls gave a safety update on Electrical Safety Month.

### 2) **Approval of minutes of Commission meetings held April 23, 2025.**

#### **Motion #25-039**

Herrman moved, Danen seconded, and the unanimously agreed-upon vote was to approve the April 23, 2025, meeting minutes as distributed.

### 3) **Introduce new employee, Max McGuire.**

L. Sarau introduced Max McGuire to the Commission. He provided staff with his educational and employment background and expressed his excitement to work at NEW Water, the brand of the Green Bay Metropolitan Sewerage District.

### 4) **2024 Financial Audit**

C. Mueller introduced A. Drewieske who gave a presentation on the 2024 Audit which included:

- Introduction
- Required Communications & Summary of Audit Results
- Financial Statements
- Single Audit
- Comments/Observations & Upcoming GASB Standards
- Questions

### 5) **Reserve balance update and transfer.**

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B. Clausen provided the Commission with an update on NEW Water's financial reserves as of January 1, 2025, along with projected reserve expenses and transfers planned in 2025. Clausen recommended three transfers: one from the Interceptor Cost Recovery Reserve to the General Reserve for the net of cost to construct the City of De Pere's portion of the Ninth Street Interceptor Extension – American Drive, one from the General Reserve to the Interceptor Cost Recovery Reserve for Siphon Inspection, and one from the General Reserve to the Plant Capital Replacement Reserve to conform to provisions of the General Reserve Policy.

#### **Motion #25-040**

It was moved by Danen, seconded by Herrman, and unanimously agreed to transfer \$379,581 from the Interceptor Cost Recovery Reserve to General Reserve and \$2,250,000 from the General Reserve to the Plant Capital Replacement Reserve.

#### **6) Request Commission approval of resolutions to accept the 2024 Compliance Maintenance Annual Reports for the Green Bay and De Pere Facilities.**

K. Verbeten detailed the Compliance Maintenance Annual Report for both the Green Bay and the De Pere Facilities and their corresponding scores. In 2024, both facilities generated a grade point average of 4.0. This puts NEW Water's response in the voluntary (good) range with no action required.

#### **Motion #25-041**

It was moved by Herrman, seconded by Danen, and unanimously agreed to approve resolutions for acceptance of the 2024 Compliance Maintenance Annual Reports for the Green Bay and De Pere Facilities. (Resolution #2025-06 & #2025-07 kept at NEW Water Offices)

#### **7) Request Commission approval to execute the Federal Requirements Compliance Certification for the De Pere Pumping and Headworks Project Phase I.**

T. Biese stated the De Pere Facility Pumping and Headworks Project had been separated into two Clean Water State Revolving Fund Loan phases: an equipment procurement phase and a construction contract phase. In June of 2024, Commissioners approved process equipment procurement contracts for the first loan phase, and the equipment procurement loan will need to be closed out before the construction contract loan can be approved.

#### **Motion #25-042**

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It was moved by Danen, seconded by Herrman, and unanimously agreed to execute the Federal Requirements Compliance Certification form certifying NEW Water has met the requirements on Project 4198-73. (Resolution #2025-04 kept at NEW Water Offices)

- 8) Request Commission approval to award the De Pere Facility Pumping and Headworks Project to Miron Construction Company for a total amount of \$22,149,586.**

T. Biese went over key drivers for the De Pere Facility Pumping and Headworks Project. Commission approved a design contract with Strand Associates for the De Pere Facility Pumping and Headworks Project at the September 2022 meeting to address these infrastructure gaps. After being publicly advertised, only one contractor submitted a bid: Miron Construction Co., Inc. NEW Water staff and design engineers determined the bid to be responsive and competitive. The previously approved equipment procurement contracts will be assigned to the construction contract.

#### **Motion #25-043**

It was moved by Herrman, seconded by Danen, and unanimously agreed to award the construction contract for the De Pere Facility Pumping and Headworks #220013-CO to Miron Construction in the amount of \$20,135,586 with a 10% contingency of \$2,014,000 administered under the authority of the Executive Director for a total amount of \$22,149,586.

- 9) Request Commission approval to enter into an agreement with Strand Associates to provide engineering services during construction for the De Pere Facility Pumping and Headworks Project for a total amount of \$2,568,940.**

T. Biese stated that NEW Water staff requested that Strand Associates submit an agreement to provide construction-related services. As the project designers, they were uniquely positioned to provide these services because of their detailed knowledge of the project. Staff reviewed the agreement and found it appropriate for the work required.

#### **Motion #25-044**

It was moved by Danen, and seconded by Herrman, and unanimously agreed to enter into a contractual agreement with Strand Associates to provide engineering services during construction for the De Pere Facility Pumping and Headworks Project in the amount of \$2,335,400 and a 10% contingency of \$233,540 for a total amount of \$2,568,940 to be administered under the authority of the Executive Director.

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- 10) **Request Commission approval to enter into an agreement with Strand Associates to provide engineering services during the Green Bay Facility Miscellaneous Pumping and High Strength Waste Improvements for a total amount of \$823,700.**

T. Biese stated that due to aging infrastructure that could lead to major failures, staff are proposing a project to the South Plant return activated sludge (RAS) and waste activated sludge (WAS) pumps, North Plant basin drain pumps, high-strength waste receiving, and ash slurry piping system. Staff developed a scope for consulting engineering services for the proposed project's design, bidding, and construction-related services. A Request for Proposal was sent to four consulting engineering firms for consideration. After a response from two firms, staff reviewed and scored each proposal. Staff recommended that Strand Associates be awarded the project's design, bidding, and construction services.

#### **Motion #25-045**

It was moved by Herrman, seconded by Danen, and unanimously agreed to the approval to authorize the Executive Director to enter into a contractual agreement with Strand Associates to provide design, bidding and construction related services for the Green Bay Facility Miscellaneous Pumping and High Strength Waste Improvements in the amount of \$733,600, an allowance for additional design services in the amount of \$15,100 for a total of \$748,700 and a 10% contingency of \$75,000 for a total amount of \$823,700 to be administered under the authority of the Executive Director.

- 11) **Request Commission approval to authorize the Executive Director to enter into a multi-year subscription agreement with Aquasight, LLC for services related to the collection system intelligence application and implementation in the amount of \$222,640.**

At the May 22, 2024 Commission meeting, the Commission approved Phase I of the Collection System Intelligence Application and awarded it to Aquasight, LLC, for cloud-based intelligent sewer collection solutions. After working closely with NEW Water staff, Aquasight completed Phase I of the application, and staff are ready to begin Phase II of the project which includes the multi-year subscription.

#### **Motion #25-046**

It was moved by Herrman, seconded by Danen, and unanimously agreed to the approval to authorize the Executive Director to enter into a subscription agreement with Aquasight, LLC for services related to collection system intelligence application and implementation in the amount of \$202,640 with a 10% contingency of \$20,000 for a total amount of \$222,640 to be administered under the authority of the Executive Director.

- 12) **Convene in closed session under State Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee**

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over which the governmental body as jurisdiction or exercise responsibility, 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) Consultation with auditors regarding employee evaluation.
- 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 #25-047

It was moved by Danen, seconded by Herrman, 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.

#### **13) Reconvene in open session.**

#### Motion #25-048

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

#### **14) April 2025 Financials.**

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

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

#### **15) April 2025 Operations Report.**

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

For the month, the solids processing facility generated 1,395 MWH of electricity. Total bio-gas volume recovered was 186,757 CCF. This was just over 82% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 1,143,339 gallons of high-strength waste.

Wescott stated that the staff was well prepared for the anticipated large crowds that were expected in Green Bay due to the 2025 NFL Draft. Despite the high volume of visitors, there were no disruptions to conveyance or plant operations. A graph comparing plant flows during the event was provided.

#### 16) Executive Director's Report:

##### a) June Commission Meeting.

The next meeting will be held on June 25, 2025, at 8:30 a.m. via a hybrid meeting.

##### b) Dalton Aderholdt promoted from Maintenance Mechanic Journeyman to Maintenance Mechanical Team Leader.

N. Qualls shared career highlights of Aderholdt's at NEW Water and congratulated him on his promotion.

##### c) Ryan Gardner promoted from Maintenance Mechanic Apprentice to Maintenance Mechanic Journeyman.

N. Qualls shared Gardner's success at completing his apprenticeship and congratulated him on his promotion.

##### d) National Funding for Clean Water.

NEW Water is joining other clean water agencies across the U.S. in its efforts to address proposed budget cuts that would decrease the Clean Water and Drinking Water State Revolving Funds. A letter is being drafted to federal elected officials urging continued support for the SRFs.

##### e) Elected Officials & Municipal Visits NEW Water.

NEW Water hosted Congressman Tony Wied (R-WI8), Wisconsin State Rep. Benjamin Franklin (R-De Pere, District 88), and the Village of Bellevue Trustees and staff.

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**f) NACWA Summer Conference.**

Registration is open for NACWA's Utility Leadership Conference in July. Commissioners that may be interested were directed to contact R. Bach.

**g) NACWA Peak Performance Award.**

The National Association of Clean Water Agencies (NACWA) has lauded NEW Water for achieving 100% permit compliance for 22 years at the Green Bay Facility. N. Qualls thanked staff for their continuous efforts.

**h) NEW Water hosts the Municipal Environmental Group.**

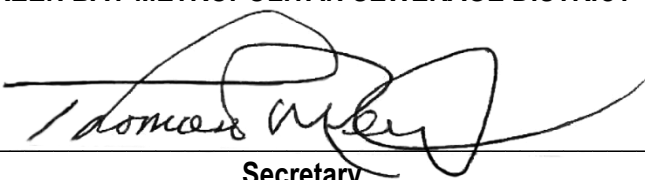
NEW Water hosted the Municipal Environmental Group (MEG) – Wastewater and Water Divisions Steering Committee. NEW Water's Field Services Manager, Sharon Thieszen, was elected Vice president at this meeting.

**i) Celebrating our Employees & Wastewater Industry.**

NEW Water will honor employees through Public Service Recognition Week with recognition through the CARE Committee, and an Employee Appreciation Event will be held on May 22, to coincide with Wisconsin's Wastewater Professionals Appreciation Day. Additionally, on May 22, an external event will be held with community partners at the STEM Innovation Center.

There being no further business to come before the Commission, the meeting adjourned at 10:09 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

  
Secretary