

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 28, 2026.

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

ALSO PRESENT: N. Qualls, J. Smudde, E. Tietzen, P. Wescott, R. Bach, B. Brown, B. Oldenburg, S. Thieszen, P. Smits, E. Houghton, T. Garrison, J. Becken, C. Mueller, M. McGuire, J. Smies – Legal Counsel

EXCUSED: Commissioner Antonneau.

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

1) Election of Officers.

Nominations were received to elect Thomas Mainz for President, Phil Danen for Secretary, and Ron Antonneau as Vice President of NEW Water, the brand of the Green Bay Metropolitan Sewerage District.

Commissioner Mainz asked if there were any objections before motioning to approve the slate of officers for the 2026 calendar year.

2) Safety Moment.

N. Qualls gave a safety update on Radon Action Month.

3) Approval of minutes of Commission meetings held November 20, 2025, December 3, 2025, and December 4, 2025.

Motion #26-001

It was moved by Danen, and seconded by Tumpach, and unanimously agreed to approve the November 20, 2025, December 3, 2025, and December 4, 2025 minutes as distributed.

4) Request Commission approval of Employee Handbook Revisions.

E. Tietyen provided the Commissioners with an outline of proposed changes and revisions to the NEW Water Employee Handbook, which were primarily on the reorganization of elements, inclusions of new benefit offerings, and grammatical, clerical, and numeric organizations of sections.

Motion #26-002

It was moved by Herrman, and seconded by Danen, and unanimously agreed to approve the revisions to the Employee Handbook.

5) Request Commission approval for the Executive Director to conclude negotiations concerning the language of the draft agreement with AiGent for participation in the Midcontinent Independent System Operator (MISO) Demand Response Program and execute the final document once finalized.

P. Wescott stated a 2024 court ruling removed restrictions on customer participation in MISO demand response programs, allowing NEW Water to evaluate participation. An internal review by staff, including legal and peer utility feedback, found that demand response could generate revenue with minimal operational impact while maintaining reliability and compliance.

Following a December 2025 Request for Proposal, AiGent was selected as the top proposer due to its experience, technical approach, and alignment with NEW Water's operational and cybersecurity needs. Participation through MISO's Load Modifying Resource program is expected to generate approximately \$225,000 annually. Staff conclude this is a low-risk opportunity and recommend authorizing the Executive Director to proceed with contract negotiations and program enrollment. N. Qualls stated that he will report back to the commission in a later Executive Director Report when negotiations and program enrollment are complete.

Motion #26-003

It was moved by Danen, and seconded by Herrman, and unanimously agreed to authorize the Executive Director to conclude negotiations concerning the language of the draft agreement with AiGent for participation in the Midcontinent Independent System Operator Demand Response Program and execute the documents once finalized.

6) Sewer Plan Approvals.

- a) Village of Bellevue, Project #250093, GBMSD Request #2026-01.
- b) City of De Pere, Annual 2026 Projects, GBMSD Request #2026-02.
- c) City of Green Bay, Pavement X-26, GBMSD Request #2026-03.
- d) Village of Howard, Project #26006, GBMSD Request #2026-04.

Motion #26-004

It was moved by Herrman, and seconded by Danen, and unanimously agreed to the approval of the Village of Bellevue, City of De Pere, City of Green Bay, and Village of Howard 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, with the City of De Pere's approval subject to staff's technical review.

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

Motion #26-005

It was moved by Herrman, seconded by Danen, 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.

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

Motion #26-006

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

- 9) **Update of projects:**
- a) **Quarterly Project Updates.**

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

b) East River Interceptor Renewal Project.

M. McGuire stated that the contractor has completed the installation of CIPP liners in the 30-inch upstream segment of the interceptor. All 14 manhole rehabilitation inserts were installed, and the contractor continues to make progress with the abandonment work.

M. McGuire also mentioned on December 16th, a sanitary sewer overflow (SSO) occurred due to the failure of an air relief pod on the temporary conveyance system. The SSO was addressed, and proper cleanup and reporting actions were taken.

c) Downtown Interceptor Renewal Project.

M. McGuire stated that the contractor has set up road closures on S. Adam Street and has begun preparation to install the access pit, where work continues. It was also reported that the contractors had a sewer plug that failed during removal from the sewer. The failed plug continued downstream to the influent pump station wet well at the Green Bay Facility, where it remains despite repeated attempts by the contractors. Contractors and staff are working on a retrieval plan.

10) November 2025 Financials.

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

November's operating expenses were favorable to budget due to fewer expenditures than budgeted in contracted services, salaries & benefits, and interceptor maintenance. Year-to-date, operating expenses have been favorable to budget, primarily due to lower expenditures than budgeted for contracted services, salaries & benefits, and power.

11) November and December 2025 Operations Report.

P. Wescott reported that both facilities were in full compliance with all effluent limits in the months of November and December. It was also reported that elevated effluent TSS, Total Phosphorus, and CBOD at the Green Bay Facility in December were due to variable influent loading and clarifier rehabilitation construction. Operations staff are adjusting processes to maintain compliance, and preliminary January data show effluent quality trending back toward normal.

Wescott also reported that the Green Bay Facility was in compliance with air quality limits for the months of November and December. On December 2, 2025, NEW Water completed required RATA testing of the carbon monoxide and oxygen continuous emissions monitoring (CEM) system on the Green Bay Facility's fluid bed incinerator. Testing confirmed the system met all EPA accuracy requirements, with CO levels well below permit limits, verifying the CEM system is operating properly and providing reliable emissions data.

November - The solids processing facility generated 1,380 MWH of electricity. A total of 212,132 CCF of biogas was recovered, representing 95% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 684,813 gallons of high-strength waste.

December - The solids processing facility generated 1,470 MWH of electricity. A total of 207,889 CCF of biogas was recovered, representing nearly 97% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 860,715 gallons of high-strength waste.

12) Executive Director's Report:

a) February Commission Meeting.

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

b) 2025 Merit Statistics

N. Qualls provided 2025 Merit Statistics and a 3-year history of merit adjustments to the Commission

c) NEW Water Volunteers.

N. Qualls reported to the Commission that staff donated 187.5 hours of their time volunteering to uplift our neighbors and protect our local environment.

d) Sam Maroszek elected as WWOA LMD Vice Chair/Chair.

N. Qualls congratulated Sam Maroszek, Operator III at NEW Water, who has been elected as the Vice Chair/Chair for the Wisconsin Wastewater Operator Association's (WWOA) Lake Michigan District. Sam will serve his term through 2026 and 2027.

e) Permit Required Stack Testing Schedule Adjustment – Cost Savings.

N. Qualls reported that, based on consistently low fluidized bed incinerator (FBI) stack emissions and WDNR concurrence, full compliance stack testing may be deferred to March 2028 instead of occurring in 2026 and 2027. This adjustment eliminates two interim testing events, avoiding approximately \$60,000 in costs while maintaining full compliance with permit and federal regulatory requirements.

f) Green Bay Facility Hot Oil Economizer Replacement Project.

N. Qualls reported that in December 2025, the Commission authorized the Executive Director to negotiate and execute an engineering agreement with Brown and Caldwell for design, bidding, and construction-phase services related to the Hot Oil Economizer replacement at the Green Bay Facility. Finalization of insurance and service details occurred prior to execution, resulting in increased liability coverage and confirmation that no additional services were warranted. These refinements did not change the overall project cost.

g) City of De Pere Common Council Presentation: Brown County Trail Extension Project.

N. Qualls stated that NEW Water presented to De Pere’s Common Council on Jan. 20th, regarding upcoming public access behind NEW Water’s De Pere Facility. NEW Water has collaborated with Brown County Parks and its engineering firm on project design and coordination, and has engaged municipal, public health, industrial, and other partners to raise awareness and address key considerations. Staff presented to the City of De Pere Emergency Management Team and are planning a tabletop exercise with partners in early 2026. The trail plan is expected to be finalized in January 2026, with construction anticipated to begin later this year.

h) Team Promotions.

N. Qualls congratulated Eugene Pearson and Tyler Hoops on completing training at both facilities across all areas of their roles and their promotion from Operator II to Operator III.

i) Strategic Plan.

N. Qualls stated that CORE Consulting Group LLC has been retained to work with NEW Water in the development of an updated three-year Strategic Plan. Work is scheduled to begin in early 2026 and will seek input from staff, the Commission, and external stakeholders.

There being no further business to come before the Commission, the meeting adjourned at 9:42 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

A handwritten signature in blue ink, appearing to read "P. J. Deane", is written over a solid black horizontal line.

Secretary