

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on October 27, 2021.

PRESENT: Commissioners Hasselblad, Blumreich, Mainz, and Hoffmann

EXCUSED: Commissioner Tumpach

ALSO PRESENT: T. Sigmund, P. Wescott, N. Qualls, B. Vander Loop, J. Smudde, T. Brown, B. Oldenburg, J. Nelson, J. Murillo, A. Collins, P. Smits, B. Weller-Titus, P. Mentink, B. Angoli, B. Brown, S. Thieszen, J. Czypinski, B. Bartel, T. Garrison, J. Van Sistine, R. Krause; J. Smies—Legal Counsel

Commission President Hasselblad called the meeting to order at 8:30 a.m.

- 1) **Convene in closed session under 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 the failure of the granulated activated carbon system of the fluidized bed incinerator**
 - c) **Potential litigation resulting from wastewater spillage during construction of the Dutchman Creek Interceptor stream crossings**

Motion #21-071

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to convene in closed session under 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.

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

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

Motion #21-072

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

- 3) **Safety moment.**

T. Sigmund provided safety tips on driving at night.

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4) Introduce new employees:

a) Jason Murillo, Lab Analyst I

B. Oldenburg introduced Jason Murillo, the new Lab Analyst I.

J. Murillo stated that he is a University of Wisconsin (UW) – Green Bay graduate with a degree in Health Sciences. He is excited to be here.

b) Jak Nelson, Lab Analyst II

B. Oldenburg introduced Jak Nelson, the new Lab Analyst II.

J. Nelson stated that she is originally from Texas and is a UW – Oshkosh graduate. She is excited to be a part of the team.

c) Austin Collins, Maintenance Mechanic

P. Smits introduced Austin Collins, as the new Maintenance Mechanic.

A. Collins stated that he grew up in Luxemburg, and is a Northeast Wisconsin Technical College graduate with an Electro Mechanical Engineering degree. He is excited to join the NEW Water, the brand of the Green Bay Metropolitan Sewerage District, team.

The Commission welcomed them.

5) Approval of minutes of Commission meeting held September 28, 2021.

Motion #21-073

It was moved by Meinz, seconded by Blumreich, and unanimously agreed to approve the September 28, 2021 minutes as distributed.

6) Request Commission approval of the 2022 dental insurance plans and premium sharing.

T. Brown stated that NEW Water's two dental insurance plans are Lincoln Financial Group (Lincoln) and CarePlus Dental Plans, Inc. (CarePlus), providing a dual option since 2017. Offering a dual choice provides employees the flexibility to choose which plan best fits their personal needs. The 2022 renewal resulted in a 4.0% premium increase for Lincoln and a 2.0% premium increase for CarePlus. She stated the benefit coverage remains unchanged in 2022 for both plans, with Lincoln providing a two-year rate guarantee.

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T. Brown stated that staff is recommending to renew a one-year agreement with CarePlus and a two-year agreement with Lincoln, continue to provide dual choice dental insurance coverage for all eligible employees, and to maintain an 80%/20% premium cost share for both plans.

Motion #21-074

It was moved by Meinz, seconded by Hoffmann, and unanimously agreed to approve Lincoln Financial to provide group dental insurance for a two-year period with 2022 premium sharing for eligible employees at \$34.18 per month for single plan coverage and \$107.47 for family plan coverage, and for CarePlus to provide group dental insurance for a one-year period with 2022 premium sharing for eligible employees at \$22.63 for single plan coverage and \$71.14 per month for family plan coverage.

- 7) **Request Commission approval of the Resolution Authorizing the Issuance and Sale of up to \$9,487,118 General Obligation Sewerage System Promissory Notes, Series 2021A and Providing for Other Details and Covenants with Respect Thereto.**

B. Weller-Titus stated that on March 24, 2021 a contract request was presented and approved by the Commission to award Miron Construction Company the construction contract for the De Pere Tertiary Filtration and Service Water Improvement Project, which was funded through a Clean Water Fund loan. Staff is requesting Commission approval of the General Obligation Note to start the process of closing the Clean Water Fund Program loan for the De Pere Facility (DPF) tertiary filter replacement in the amount of \$9,487,118, with the note to be issued at the subsidized interest rate of 1.555% within the 20-year limitations. She added that upon approval, the State of Wisconsin has scheduled the note closing for November 10, 2021.

Motion #21-075

It was moved by Blumreich, seconded by Meinz, and unanimously agreed to approve the Resolution Authorizing the Issuance and Sale of up to \$9,487,118 General Obligation Sewerage System Promissory Notes, Series 2021A and Providing for Other Details and Covenants with Respect Thereto and the Financial Assistance Agreement. (Resolution #21-008 is on file at the NEW Water offices)

- 8) **Request Commission approval to execute the Federal Requirements Compliance Certification for the De Pere Wastewater Treatment Facility Electrical Distribution and Emergency Generator Project, Clean Water Fund Program Project No. 4198-53.**

P. Mentink stated the De Pere Wastewater Treatment Facility Electrical Distribution and Emergency Generator Project is complete. The last step of the project is to close out the Clean Water Fund Program Project No. 4198-53. He stated all requirements for the Use of American Iron and Steel have been met, along with the wage rate requirements of the Davis-Bacon Act and the Fiscal Sustainability Plan requirements.

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P. Mentink stated he had a meeting with the Wisconsin Department of Natural Resources (WDNR) to review and make sure all requirements have been met. He recommends the Commission President and Secretary execute the Federal Requirements Compliance Certification for the De Pere Wastewater Treatment Facility Electrical Distribution and Emergency Generator Project, Clean Water Fund Program Project No. 4198-53.

Motion #21-076

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to execute the Federal Requirements Compliance Certification for the De Pere Wastewater Treatment Facility Electrical Distribution and Emergency Generator Project, Clean Water Fund Program Project No. 4198-53.

- 9) **Request Commission approval to close out the construction contract for the De Pere Facility Solids Demolition Project #17-028-CO2 and issue final payment of \$119,133.89 to Brandenburg Industrial Service Company.**

B. Brown stated in the spring of 2020 Brandenburg Industrial Service Company was selected for the demolition of the DPF Solids Building, Meter Station, and Recycle Building in an effort to eliminate the cost, maintenance, safety, and security concerns associated with obsolete structures and systems. To-date, all removal is complete. Some of the project was delayed due to the weather in fall 2020, but is now complete as of 2021. Staff recommends Commission approval to close out the construction contract for the DPF Solids Building Demolition Project #17-028-CO2 and issue final payment to Brandenburg Industrial Service Company in the amount of \$119,133.89.

Motion #21-077

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to close out the construction contract for the DPF Solids Building Demolition Project #17-028-CO2 and issue final payment of \$119,133.89 to Brandenburg Industrial Service Company.

- 10) **Request Commission approval to close out the construction contract for the Dutchman Creek Interceptor Rehabilitation Project #13-024-CO2 and issue final payment of \$67,118.72 to Advance Construction Inc.**

B. Brown stated Advance Construction Inc. was awarded a construction contract for the Dutchman Creek Interceptor Rehabilitation and Replacement Project #13-024-CO2 in January 2020. As a result of multiple delays due to weather and field conditions, the project was extended through the spring of 2021. He stated the project is now complete and recommends Commission approval to close out the construction contract for the Dutchman Creek Interceptor Rehabilitation and Replacement Project #13-024-CO2 and issue final payment to Advance Construction, Inc. in the amount of \$67,118.72.

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Motion #21-078

It was moved by Hoffmann, seconded by Blumreich, and unanimously agreed to approve to close out the construction contract for the Dutchman Creek Interceptor Rehabilitation and Replacement Project #13-024-CO2 and issue final payment of \$67,118.72 to Advance Construction, Inc.

- 11) **Request Commission approval to enter into an agreement with Strand Associates to provide professional services for the 2022 Solids Facility HVAC Modifications Project in the amount of \$137,000.**

B. Brown stated that some Resource Recovery and Electrical Energy (R2E2) Project equipment creates excessive heat in the new Solids Building. NEW Water staff have been working on a study with Strand Associates to investigate and develop potential improvements. The scope of this proposed agreement includes the design of HVAC modifications to the Solids Facility, and the records room located in the basement of the Administration Building. He requested Commission approval to execute a design and construction services agreement with Strand Associates to include a 10% contingency for a total amount of \$137,000.

Commissioner Hasselblad asked if there is anyone else that provides this type of engineering support. B. Brown replied that staff felt most comfortable with Strand Associates based on preliminary results of the study.

Commissioner Hasselblad asked if any projected estimates for the cost of the work from the study have been provided. B. Brown replied that there are many components to the equipment with significant variables, but that there have been some estimates given.

Commissioner Mainz asked why the original design of the R2E2 Project didn't address these issues. B. Brown replied that definite reasons are unknown, but it's now evident that insufficient air movement in the Blower and Boiler Rooms consistently results in temperatures over 100 degrees during the summer months.

Commissioner Mainz asked if the excessive heat is violating any Occupational Safety and Health Administration (OSHA) standards. N. Qualls replied that staff's concerns revolve around the potential failure of critical equipment with no backup systems. P. Smits added that performance of the control air system can't be maintained at required levels and blower motor bearings are failing prematurely due to the high temperatures.

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Motion #21-079

It was moved by Blumreich, seconded by Hoffmann, and unanimously agreed to enter into an agreement with Strand Associates to provide professional services for the 2022 Solids Facility HVAC Modifications Project in the amount of \$124,600 and a 10% contingency of \$12,400 under the authority of the Executive Director for a total amount of \$137,000.

- 12) **Request Commission approval to enter into an agreement with Donohue & Associates, Inc. to provide engineering services to complete the Green Bay Facility North Plant Clarifier Rehabilitation design project in the amount of \$654,160.**

B. Angoli stated staff would like to replace existing primary and secondary clarifiers at the Green Bay Facility (GBF), which are more than 40 years old. A Request for Proposal was sent out to five companies, and two proposals were received. Staff reviewed the proposals and recommend approval to Donohue & Associates, Inc. to provide engineering services to complete the GBF North Plant Clarifier Rehabilitation design project in the amount of \$579,635 and a 10% contingency of \$57,965 and an allowance for additional equipment procurement services in the amount of \$16,560 for a total amount of \$654,160 to be administered under the authority of the Executive Director.

Commissioner Hasselblad asked why the team weighted project team and approach more for project scoring than qualifications and experience as she has seen in past project scoring for these criteria. B. Angoli replied it was due to the necessity of the project due to recent clarifier equipment failures.

Motion #21-080

It was moved by Meinz, seconded by Hoffmann, and unanimously agreed to enter into an agreement with Donohue & Associates, Inc. to provide engineering services to complete the GBF North Plant Clarifier Rehabilitation design project in the amount of \$579,635 and a 10% contingency of \$57,965 and an allowance for additional equipment procurement services in the amount of \$16,560 under the authority of the Executive Director for a total amount of \$654,160.

- 13) **Request Commission approval of Resolution Declaring Official Intent to Reimbursement Expenditures from Proceeds of Borrowing for the Green Bay Facility North Plant Clarifier Rehabilitation Project in the amount of \$23,500,000.**

B. Angoli stated the resolution is intended to declare reimbursement to NEW Water for capital project expenditures made before issuance of Clean Water Fund Program tax exempt bonds for the Green Bay Facility North Plant Clarifier Rehabilitation Project. Staff recommends Commission approval of Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the Green Bay Facility North Plant Clarifier Rehabilitation Project in the amount of \$23,500,000.

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Motion #21-081

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to approve Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the Green Bay Facility North Plant Clarifier Rehabilitation Project in the amount of \$23,500,000. (Resolution #21-009 is on file at the NEW Water offices)

14) Sewer plan approvals:

- a) **Village of Howard Project #21003; GBMSD Request #2021-24**
- b) **Village of Luxemburg Contract No. 6237-21-01; GBMSD Request #2021-25**

B. Angoli reported the Village of Howard and Village of Luxemburg have submitted requests for approval for sanitary sewer plans. The Village of Howard's request is for future flow and NEW Water staff has requested to do a joint study to ensure there is enough future flow and growth for the Town of Pittsfield.

Motion #21-082

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to approve the Village of Howard and Village of Luxemburg sewer plans subject to favorable approval recommendations from Brown County Planning and final approval by the WDNR.

15) 2022 Budget workshop.

T. Sigmund reviewed the draft 2022 budget, as follows:

- Changes from September 28 Presentation
- 2022 Proposed Expenses
- 2022 Revenue
- Total Municipal with Reserve Build
- Municipal Rate Comparison
- 2022 Budget Summary
- Next Steps

Commissioner Mainz asked if the Village of Suamico has seen the budget. T. Sigmund replied yes.

Commissioner Mainz asked if other municipalities' rates were going up. T. Sigmund replied that most rate increases are due to residential growth. The Villages of Howard, Hobart, and Suamico municipalities have seen significant increases in growth and it is hard to predict.

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Commissioner Mainz asked about the growth of Lawrence. B. Vander Loop replied that Lawrence has seen growth, especially in industries. Staff has been in contact with the surrounding communities to discuss projected needs and increases with them.

Commissioner Hasselblad asked why the PFAS testing numbers were decreased. T. Sigmund stated the numbers were not decreased, but postponed until 2023 due to the timing of approvals needed from the Environmental Protection Agency.

The Commission discussed virtual trainings and out of area travel and meetings. T. Sigmund stated staff will continue to look at the need for staff to attend trainings and how many staff is appropriate. He stated the organization will continue to look at virtual trainings and determine when hybrid meetings will be appropriate.

16) **September financials.**

B. Weller-Titus stated the revenue year to date was favorable to budget from favorable biochemical oxygen demand, with the majority due to Sustana Fiber's pretreatment system being down. September's operating expenses were also favorable to budget by \$90k from less expenditures than budgeted in contracted services and solid waste disposal, offset by plant maintenance and chemicals. The forecast for September is expected to be favorable by approximately \$100K – \$200K. Solid waste disposal is favorable due to timing of sludge hauling, budgeted in September however, it is anticipated to be completed in October. Plant maintenance was unfavorable from unplanned phosphorus analyzer unit purchases and iron sponge media replacement.

17) **Update of projects:**

a) **Project Updates Summary**

N. Qualls reviewed the Project Update Summary spreadsheet and explained that it included an additional column titled "Project Driver" to help frame the reasons behind some of the projects (e.g. capacity, aging infrastructure). He stated there were quite a few construction projects ending this year.

b) **Effluent Reuse Pump Station and Force Main**

B. Angoli stated Green Bay Packaging is waiting for parts for the reverse osmosis for testing to hopefully be completed in November.

c) **De Pere Facility Tertiary Filtration and Service Water Improvements**

P. Mentink stated the construction is continuing with the first half of the filters arriving in the next couple weeks. He stated there are some supply chain delays, but the contractors are making good progress.

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18) **September 2021 Operations report.**

P. Wescott reported both Green Bay and De Pere Facilities were in full compliance with all effluent limits for the month of September. The DPF and the GBF tied several effluent performance records. The GBF was in compliance with air quality limits for the month of September. For resource recovery for the month of September, the solids processing facility generated 1,402 MWH of electricity. Total bio-gas volume recovered was 212,153 CCF; this is 99.2% of the total volume produced. NEW Water received 1,810,043 gallons of high strength waste in September.

19) **Executive Director's report:**

a) **December Commission meeting**

The December Commission meeting will be held Wednesday, December 8, 2021, beginning at 8:30 a.m. via Zoom videoconference.

b) **COVID-19 update**

NEW Water continues to follow guidelines from trusted sources and continues masking requirement at all NEW Water facilities and properties. To date, there have been 12 positive cases amongst staff.

c) **Adaptive Management public launch**

On October 20, 2021 NEW Water hosted a virtual event to publicly launch Adaptive Management watershed efforts to highlight this innovative and cost-effective approach to permit compliance. Participants and speakers included U.S. Senator Tammy Baldwin, U.S. Rep. Mike Gallagher, and Matt Claucherty from the WDNR, as well as many honored partners and other guests.

d) **Aaron Eichhorst elected to the Wisconsin Wastewater Operators' Association Board of Directors**

Congratulations to Aaron Eichhorst, NEW Water Treatment Leader, on being elected to the WWOA Board of Directors for a two-year term.

e) **NEW Water's Wisconsin Pollutant Discharge Elimination System Permit**

On Thursday, October 14, 2021, the WDNR held a public notice informational hearing and intent to reissue NEW Water's Wisconsin Pollutant Discharge Elimination System (WPDES) Permit No. WI-0065251-02-0. Staff from NEW Water, Jacobs Engineering Group, WDNR, and WI Department of Agriculture, Trade and Consumer Protection were in attendance.

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T. Sigmund presented oral comments in favor of the permit reissuance. Additionally, written comments will be submitted by the deadline of October 21, 2021. Once any public comments are resolved, WDNR will issue its final permit, which will be reviewed for approval by the United States Environmental Protection Agency. The tentative date for reissuance of the permit is January 1, 2022 assuming regulatory agency approvals.

There being no further business to come before the Commission, the meeting adjourned at 10:17 a.m.

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Secretary