

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on January 26, 2022.

PRESENT: Commissioners Hasselblad, Mainz, Blumreich, Tumpach, and Hoffmann

ALSO PRESENT: T. Sigmund, P. Wescott, N. Qualls, B. Vander Loop, J. Smudde, T. Brown, L. Sarau, S. Thieszen, B. Weller-Titus, B. Angoli, P. Smit, J. Van Sistine, B. Bartel, E. Houghton, J. Czypinski, B. Oldenburg, T. Garrison, J. Smies–Legal Counsel; P. Boersna–Black & Veatch; E. Rakers–City of De Pere.

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

- 1) **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 transfer of certain interceptor segments pursuant to Section 5.05 of the Sewer Use Ordinance to a municipality.**
 - b) **Litigation involving Bayview Interceptor.**
 - c) **Potential litigation resulting from the failure of the granulated activated carbon system of the fluidized bed incinerator.**
 - d) **Potential litigation resulting from wastewater spillage during construction of the Dutchman Creek Interceptor stream crossings.**

Motion #22-001

It was moved by Blumreich, seconded by Mainz, 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.

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

Motion #22-002

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

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- 3) **Request Commission approval of the United States Environmental Protection Agency Consent Agreement and Final Order and the Administrative Consent Order.**

Motion #22-003

It was moved by Mainz, seconded by Blumreich and unanimously agreed to conditionally approve the United States Environmental Protection Agency Consent Agreement and Final Order and the Administrative Consent Order as executed by T. Sigmund. Conditional approval will be granted on the premise that no Commissioners have any objections by January 28, 2022.

- 4) **Safety Moment.**

T. Sigmund provided tips on cold weather safety, hypothermia, and hypothermia prevention.

- 5) **Adopt Retirement Resolutions:**

- a) **Richard Marcott**
- b) **Matthew Grassel**
- c) **Jean Van Sistine**

S. Thieszen introduced Rick Marcott, P. Smits introduced Matt Grassel and B. Vander Loop introduced Jean Van Sistine. Introductions were followed by career achievements and retirees were thanked for their years of service.

Motion #22-004

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to adopt retirement resolutions for Richard Marcott, Matthew Grassel, and Jean Van Sistine. (Resolution #22-001, Resolution #22-002, and Resolution #22-003 are on file at the NEW Water offices).

- 6) **Adoption of Meeting Minutes from Commission Meetings on December 8, 2021 and December 14, 2021.**

Motion #22-005

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to approve the December 8 and 14, 2021 meeting minutes as distributed.

- 7) **Election of Officers.**

T. Sigmund stated he received one nomination each for each office: Kathryn Hasselblad for President and Jim Blumreich for Secretary.

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Motion #22-006

It was moved by Meinz, seconded by Tumpach, and unanimously agreed to keep the slate of officers the same for 2022.

8) Sewer Plan Approvals

a) City of De Pere 2022 Sanitary Sewer Extensions, GBSMD Request #2022-01

B. Angoli stated the City of De Pere will be adding a lift station to the Mystic Creek sub-division, which will add an additional 1500 ft. of pipe to the project. Erik Rakers from the City of De Pere gave an update on the project. The City of De Pere is looking for approval from the Commission to continue to keep the project on schedule, along with its anticipated 2022 projects.

b) City of Green Bay 2022 Sanitary Sewer Extensions, GBSMD Request #2022-02

City of Green Bay capital projects; GBMSD #2022-02 is seeking administrative approval of its anticipated 2022 projects.

c) Town of Lawrence 2022 Sanitary Sewer Extensions, GBSMD Request #2022-03

Town of Lawrence capital projects; GBMSD #2022-03 is seeking administrative approval of its I-41 Corridor Sewer and Water Extension. This approval will be contingent upon the Town of Lawrence pending Sewer Service Area Amendment being approved by the Wisconsin Department of Natural Resources.

Motion #22-007

It was moved by Meinz, seconded by Blumreich, and unanimously agreed to approve the City of De Pere sewer plans.

Motion #22-008

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to approve the City of Green Bay and Town of Lawrence sewer plans.

Commissioner Blumreich departed the meeting at 10:32 a.m.

9) November Financials.

B. Weller-Titus gave a brief summary of the November Financials. Revenue for November through year to date is favorable due to Sustana Fiber's additional BOD. Operating expenses are favorable from November through year to date. The biggest driver is contracted services, currently at \$800,000 with the expectation to be \$500,000 at year end.

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10) Capital Fixed Charge Review.

B. Vander Loop presented the Commission with a proposed Capital Fixed Charge study that staff intends to conduct in 2022. A historical summary of how the Capital Fixed Charge has evolved over the years along with pros/cons review for the customers and NEW Water was provided. It was also clarified that The Capital Fixed Charge is not an additional charge, it's just another way to collect a portion of the Total Capital budget. Staff intends to invite customers to be part of the study and any recommendations to change the process will be brought back to the Commission for approval.

11) Facility Plan Update.

N. Qualls introduced Paul Boersma from Black & Veach.

N. Qualls gave a Facility Plan Update which included:

- Planning for future needs
- ASCE Infrastructure Report Card
- Facility Plan- main conclusions
- Understanding the Needs: DPF Future Vision
- Project of Future Average Flows
- Wet-weather peak flow impacts
- Existing system performance & condition
- What Drives the Investment?
- Investment Needs by Driver: Capacity
- Investment Needs by Driver: Asset Replacement
- Investment Needs by Driver: Optimization
- Identified Near-Term Projects
- Identified Intermediate-Term Asset Renewal Projects
- Identified Emerging Needs Projects
- Managing Needed Improvements with Financial Responsibility
- Annual Revenue Increases to Support Capital Improvement Plan
- Next Steps

A discussion was held with Commissioners regarding the level of projected revenue needs to support a Capital Improvement Plan based on the findings of the Facility Plan.

12) Georgia-Pacific Expansion and impacts to West Fox River Interceptor.

L. Sarau stated staff has been working with Georgia-Pacific's consultant AECOM to determine new routes for an interceptor that will need to be relocated to accommodate Georgia-Pacific's Broadway Mill expansion. The interceptor serves both Green Bay and Ashwaubenon. NEW Water has engaged Donohue & Associates to perform pipe sizing and technical review of design. NEW Water legal counsel

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has also been contacted to assist with any agreements necessary to protect NEW Water interests during the relocation work. Georgia-Pacific and AECOM would like the utility work to be done during April 2022 to clear the site for expansion work. Georgia-Pacific recognizes the interceptor relocation work is being done at their cost. The work will be completed by Georgia-Pacific's contractor to NEW Water standards. Donohue will provide construction inspection during the relocation project.

13) Update on Scott Municipal Utility and NEW Water Pilot Project – Unflushables.

N. Qualls deferred the update on this project.

14) Update of Projects:

a) Project Updates Summary

N. Qualls indicated that supply chain issues have caused delays in construction projects, for example, the Pump Station HVAC project and the TEF Piping Replacement project. Major construction is ongoing at the De Pere facility with the Tertiary Filtration and Service Water Project. Design efforts are underway for Green Bay Facility projects, most notably including thickening and clarifier rehabilitation.

b) De Pere Facility Tertiary Filtration and Service Water Improvements

B. Angoli stated the service water work is almost complete for this winter and will be shut down until spring. Filter equipment will start being installed in the filter building. No issues have been resolved.

c) Thickener Effluent Pipe Replacement Project

L. Sarau stated the project started at the beginning of this year, several months after the proposed start date, which was caused by supply chain issues. Work will continue on replacing piping in Tunnel D and then will be moving on to Tunnel A. In addition to supply chain issues, there has also been an issue with pipe and joint selection. Specific locations on the project cannot accommodate larger flanged joints. Different joints have been selected as a resolution, and budget impacts are addressed in Change Order #3.

15) November and December 2021 Operations Report.

P. Wescott provided an Operations Report. Both facilities were in full compliance with all effluent limits for the months of November and December. The Green Bay Facility was in compliance with air quality limits for the months of November and December. A decimal error in an internal spreadsheet was noted, with previous meeting information redacted and re-issued.

16) Executive Director's Report:

a) February Commission Meeting

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The next meeting will be held February 23, 2022 at 8:30 a.m. via Zoom videoconference.

b) COVID – 19 Paid Leave Statistics

A general update was provided in the Commission packet.

c) COVID – 19 Update

A general update was provided in the Commission packet.

d) Codey Beekman promoted to Operator III

Codey Beekman was promoted to Operator III.

e) Joe Watson was elected to the Wisconsin Wastewater Operators Association Lake Michigan Region Vice Chair position

Joe Watson, one of NEW Water's Treatment Operators, was elected to the Wisconsin Wastewater Operator's Association as Vice Chair of the Lake Michigan Region.

There being no further business to come before the Commission, the meeting adjourned at 10:47 a.m.

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Secretary