

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on February 22, 2023.

PRESENT: Commissioners Hasselblad, Mainz, Tumpach, and Danen

ALSO PRESENT: T. Sigmund, P. Wescott, N. Qualls, J. Smudde, B. Clausen, E. Tietyen, B. Vander Loop, L. Sarau, P. Smits, B. Bartel, B. Angoli, T. Biese, E. Maule, S. Thieszen, K. Verbeten, B. Brown, B. Oldenburg, G. Ashauer, E. Houghton, T. Garrison, J. Valenta, B. Thompson, R. Bach, J. Smies–Legal Counsel, A. Lukas & J. McMullin- Brown & Caldwell, M. Steppe & J. Klaus- Nicolet Bank

ABSENT: Commissioner Blumreich

Commission President 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) **Litigation involving Bayview Interceptor.**
 - 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.**
 - d) **Potential litigation concerning enforcement action against industrial user.**

Motion #23-009

It was moved by Mainz, 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.

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

Motion #23-010

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

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

2/22/23

Cont'd

PROCEEDINGS OF THE COMMISSION

3) **Safety Moment.**

T. Sigmund provided safety information on eye safety.

4) **Adopt Retirement resolution for Brian Vander Loop**

T. Sigmund introduced Brian Vander Loop, followed by his career achievements. The Commission thanked Brian for his years of service at NEW Water, the brand of the Green Bay Metropolitan Sewerage District.

Motion #23-011

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to adopt the retirement resolution for Brian Vander Loop (Resolution #23-002 is on file at the NEW Water offices).

5) **Introduce new employees:
Ethan Maule, Operator II**

Bruce Bartel introduced Ethan Maule who was promoted to Operator II. The Commission welcomed Ethan.

6) **Approval of minutes of Commission meeting held January 18, 2023.**

Motion #23-012

It was moved by Mainz, seconded by Danen, and unanimously agreed to approve the January 18, 2023 meeting minutes as distributed.

7) **Request Commission approval for the addition of the Process & Projects Specialist position to the Treatment Department and the associated revision to the organizational chart.**

P. Wescott stated NEW Water staff is requesting a change to the organizational chart within the Treatment Department to create a Process & Projects Specialist position. This proposed new full-time position would be a non-exempt position at a Pay Grade 10, and would report directly to the Treatment Manager. This proposed change would convert an Operator III position, at a Pay Grade 9, to this new position. The Treatment Department overall staffing would remain at 24 employees.

The Process & Projects Specialist position would provide direct support for plant operations related to facility projects, including data collection needs, participation in design workshops and project review meetings, construction activity effort, and continuous improvement projects. This position would support and help drive process optimization efforts at both treatment facilities.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

2/22/23

Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #23-013

It was moved by Meinz, seconded by Tumpach, and unanimously agreed to approve the addition of a Process & Projects Specialist position to the Treatment Department with the associated revision to the organizational chart while maintaining a total approved headcount of 24 employees within the department.

- 8) **Request Commission approval to enter into an agreement with Brown & Caldwell to provide professional services for Phase 1 Implementation of the Regional I&I Reduction Program in the amount of \$255,090.**

L. Sarau introduced Andy Lukas from Brown & Caldwell who presented information on the following:

- Elements of the Regional I&I Reduction Program
- Implementation Timeline and Anticipated Costs
- 2023 Implementation Activities

Commissioner Hasselblad asked if the timeline can be moved up. N. Qualls replied the length of time is needed to collect the correct data. Commissioner Danen suggested educating the municipal boards so they will have a better understanding of the overall process and costs.

Motion #23-014

It was moved by Meinz, seconded by Tumpach, and unanimously agreed to approve Brown & Caldwell to provide engineering services for Phase 1 of Implementation of the Regional I&I Reduction Program in the amount of \$231,900 with a 10% contingency of \$23,190 under the authority of the Executive Director for a total amount of \$255,090.

- 9) **Request Commission approval to close out the Green Bay Facility Dryer Vapor Condenser Bypass Project #220005CO1 and issue final payment to August Winter & Sons, Inc. in the amount of \$109,500.**

T. Biese stated the project is complete and requested final payment be issued to August Winter & Sons, Inc.

Motion #23-015

It was moved by Tumpach, seconded by Danen, and unanimously agreed to approve close out the Green Bay Facility Dryer Vapor Condenser Bypass Project contract and issue final payment of \$109,500.00 to August Winter & Sons, Inc..

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

2/22/23

Cont'd

PROCEEDINGS OF THE COMMISSION

- 10) Request Commission approval to purchase hot oil scum heating system and to authorize a purchase order to Paul Mueller Company in the amount of \$144,700.**

T. Biese stated staff has been experiencing frequent operational issues using the current scum handling system that was installed in the R2E2 project. Since the current system is not properly working, the scum is being loaded into a dumpster and transferred to a landfill. This process is causing safety issues for staff. The proposed process improvements would increase scum temperature and allow easier conveyance to the incinerator.

Commissioner Hasselblad asked if this was a design oversight during the R2E2 project. N. Qualls replied there is a system put in place that works, but it cannot warm the scum to a high enough temperature to be efficient. Lack of screening and additional debris also adds to the inefficiency of the current process. Adding additional screenings will be a future project.

Motion #23-016

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve purchase of a hot oil scum heating system equipment and to authorize a purchase order to Paul Mueller Company in the amount of \$131,556.65 and a 10% contingency of \$13,143.35 under the authority of the Executive Director for a total project amount of \$144,700.

- 11) Request Commission approval to close out the construction contract for the Green Bay Facility Air Compressor Replacement Project #200016CO and issue final payment in the amount of \$27,806.70 to J.F. Ahern Company.**

B. Brown stated although the project was delayed due to supply chain issues, the project is now complete and is ready for closeout and final payment in the amount of \$27,807.70. B. Brown noted the price on the agenda item was incorrect, the correct amount is \$27,807.70.

Motion #23-017

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve to close out the construction contract for the Green Bay Facility Air Compressor Replacement Project #200016CO and issue final payment of \$27,807.70 to J.F. Ahern Co.

- 12) Sewer plan approvals:**

a. Town of Lawrence, 2023 Street & Utility Construction, Project # L0017-9-22-00688 Nutmeg Dr. & Project #L0017-9-23-00162 French Ct. GBMSD Request #2023-07.

b. Town of Lawrence, 2023 Street & Utility Construction, Project #L0017-9-22-00517 American Blvd.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

2/22/23

Cont'd

PROCEEDINGS OF THE COMMISSION

GBMSD Request #2023-08.

Motion #23-018

It was moved by Tumpach, seconded by Mainz, and unanimously agreed to approve the Town of Lawrence sewer plans.

13) Nicolet Bank Investment Update.

B. Clausen introduced Mike Steppe from Nicolet National Bank. Mike gave a presentation on the NEW Water Investment Portfolio Summary that included the following:

- Plant Capital Replacement Reserve (PCRR)
- Interceptor Cost Recovery (ICR) Reserve
- Equipment Replacement Fund (ERF)

Mike also gave an Economic and Financial Market Update that included the following:

- Investment Themes for 2023
- Inflationary Pressures
- A Scarce Supply of Labor
- A Fed Tightening
- A Slowing US Economy
- Global Growth Slows
- A Weakening US Dollar
- Higher Interest Rates
- A Weakening US Equity Market
- Risks
- Fixed Income
- Yield Curve
- US Treasury & Mortgage-Backed Securities (MBS)
- Fixed Income Performance
- Summary
- Disclosures

14) December Financials.

December financials that will be reported are preliminary. December operating revenues and year to date were both favorable. December was due to additional BOD loadings. Year to date was due to additional BOD and TSS loadings, and was offset by less flow volume.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

2/22/23

Cont'd

PROCEEDINGS OF THE COMMISSION

December and year to date operating expenses were unfavorable. December due to more expenditures than budgeted in benefits, contracted services, power, and plant maintenance. Year to date due to more expenditures than budgeted in power, plant maintenance, and chemicals. This was offset by contracted services, and interceptor maintenance.

15) Update of Projects:

a) De Pere Facility Tertiary Filtration and Service Water Improvements project

B. Angoli stated the project is moving along and they are looking to start up basins 3 and 4. The claim was sent back to the contractor again and was denied.

16) December 2022 and January 2023 Operations Report.

P. Wescott provided an Operations Report. Both facilities were in full compliance with all effluent limits for the months of December 2022 and January 2023. The Green Bay Facility was in compliance with air quality limits for the months of December 2022 and January 2023. The solids processing facility generated 43 MWH of electricity in December with all of the bio-gas from the digestion process going through the waste gas flare. In January, the solids processing facility generated 696 MWH of electricity. Total bio-gas volume recovered in January was 115,744 CCF; this is approximately 40% of the total volume produced. The remaining gas was sent through the waste gas flare.

P. Wescott reported stack testing was conducted on November 30th and December 1st 2022 to analyze for several pollutants. Preliminary results were received back on January 17, 2023. The preliminary results showed two areas of concern related to emissions, hydrogen chloride and lead. The WDNR was contacted after staff reviewed the preliminary results with NEW Water's air permit consultant. Emissions calculations, operating parameters, and lab data was reviewed and no issues found. The wet electrostatic precipitator (WESP) was cleaned prior to testing, possibly causing inaccurate results. The equipment manufacturer noted the cleaning cycle can impact performance shortly after the process is complete. Stack testing has been rescheduled for April 2023.

17) Executive Director's Report:

a) March Commission Meeting

The next meeting will be held March 22, 2023, at 8:30 a.m. via Zoom videoconference.

b) Gabe Elsen promoted from Operator II to Operator III

Gabe Elsen was promoted from Operator II to Operator III.

c) Executive Director Approved Agreements

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

2/22/23
Cont'd

PROCEEDINGS OF THE COMMISSION

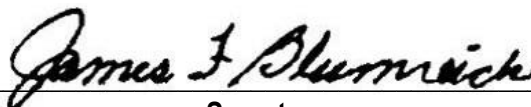
A document summarizing the agreements that have been approved since August 2022 was provided.

d) National Honors for New Water

In February, NEW Water received a National Environmental Achievement Award for the Public Information & Education category from the National Association of Clean Water Agencies for “The Unflushables: Something Had to Give!” campaign. A special thanks was given to Scott Municipal Utility who partnered to pilot this project.

There being no further business to come before the Commission, the meeting adjourned at 10:22 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

A handwritten signature in black ink, reading "James J. Blumreich", is written over a horizontal line.

Secretary