

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on June 24, 2020.

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. Bartel, S. Maroszek, B. Weller-Titus, B. Oldenburg, B. Angoli, P. Mentink, J. Maas, P. Smits, T. Garrison, E. Houghton, J. Van Sistine, J. Smies–Legal Counsel; M. Walter–Brown County Port & Resource Recovery Department

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

1) Safety moment.

T. Sigmund provided safety tips on water safety from the American Red Cross. Drowning is the leading cause of death for children. Every member of your family should learn how to swim and apply layers of protection, such as life jackets, close supervision of children, and water barriers. He provided a link to the Red Cross website.

2) Renard Island End-Use Plan update.

B. Vander Loop introduced Mark Walter from Brown County Port & Resource Recovery Department, who is here today to provide an overview of the approved Renard Island End Use Plan.

M. Walter from Brown County Port & Resource Recovery Department provided an overview of the approved Renard Island End Use Plan, as follows:

- Green Bay Shipping Channel
- Renard Island
- Build a “Temporary” Causeway
- Haul Material from Bay Port to Renard Island
- Existing Conditions
- End-Use Planning
- Alternative Concepts
- Master Plan – Programming
- Master Plan – Key Places to Explore
- Master Plan – Circulation
- Facilities
- Renard Island Strategic Master Plan
- Future for Renard Island

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20
Cont'd

PROCEEDINGS OF THE COMMISSION

Commissioner Hasselblad asked what was the contaminated dredging. M. Walter replied primarily PCBs, and some lead and arsenic.

Commissioner Hasselblad asked who is responsible for remediation should something be found. M. Walter replied Brown County is responsible for any remediation and clean up. Brown County has liability insurance and other funds through Port & Resource Recovery Department for environmental repair needs.

Commissioner Hasselblad stated that it is very clear that a lot of work and planning has gone into this. As past chair of the Chamber's Board of Directors, she is not against recreational or commercial development. She is concerned about the loadings going into the waters, such as phosphorus and algal blooms. She worries about children and dogs waiting in the waters at Bay Beach. The algal blooms are not there all the time, but the danger is there in sufficient quantity that she will be a dark cloud on this. Until the day comes, if it comes, when we can clean this up to a point where we have no blooms and no danger, then she is willing to look at this. She has heard the mayor's plan for Bay Beach and people get excited about water, but we need to protect human life first and foremost.

The Commission thanked Mark Walter for his presentation.

3) Introduce the new Wastewater Treatment Plant Operator-in-Training, Sam Maroszek.

B. Bartel introduced Sam Maroszek, who started in the Operator-in-Training position on April 20, 2020. He was originally scheduled to begin on May 18, 2020, but due to COVID-19, he attended virtual schooling and was able to start earlier.

S. Maroszek stated that he recently graduated from the University of Wisconsin-Stevens Point with a Bachelor Degree in Soil and Waste Management. He previously was employed at NEW Water, the brand of the Green Bay Metropolitan Sewerage District, as a Seasonal Utility Helper in 2017 and a Treatment Intern in 2018 and 2019. He is excited for his future at NEW Water.

The Commission welcomed him.

- #### **4) 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 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) Discussion of negotiation strategy concerning a potential industrial customer**
 - b) Potential litigation resulting from the failure of the granulated activated carbon system of the fluidized bed incinerator**

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20

Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #20-052

It was moved by Blumreich, seconded by Meinz, 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 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.

5) Reconvene in open session.

Motion #20-053

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

6) Approval of minutes of Commission meeting held May 27, 2020.

Motion #20-054

It was moved by Blumreich, seconded by Meinz, and unanimously agreed to approve the May 27, 2020 minutes as distributed.

7) May financials.

B. Weller-Titus reported May's operating revenues were favorable to budget by \$292,000 or 9% from additional flow volume and additional BOD loadings from Fox River Fiber. Year to date total operating revenues were favorable to budget by \$1,000,000 or 6% from additional flow volume.

B. Weller-Titus reported May's operating expenses were favorable to budget by \$15,000 or 1% from less expenditures in contracted services, employee development, and benefits. May's operating expenses with unfavorable results had more expenditures in chemicals and power. Year to date total operating expenses were unfavorable to budget by (\$578,000) or (6%) due to additional expenditures in solid waste disposal, plant maintenance, chemicals, and power. Year to date operating expenses with favorable results had less expenditures in contracted services, employee development, and benefits. Net income for the month of May was \$548,000, and year to date was \$2,400,000.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20

Cont'd

PROCEEDINGS OF THE COMMISSION

Commissioner Hasselblad asked if the reduced expenses primarily in contracted services, employee development, and benefits could cause any issues in the future. B. Weller-Titus replied not to her knowledge. Employee development is down due to COVID-19 and benefits are down because of headcount and staff budgeting employees at family rate and came in at single rate instead.

T. Sigmund stated that NEW Water is not intentionally deferring things. Employees are taking advantage of webinars. In regards to power, NEW Water found out late in the year that WPS was not going to extend the direct load control, which was a savings to NEW Water of about \$160,000. Also impacting power was the generators being out of service and having to buy more electricity, and timing caused some demand charges. In terms of solid waste, NEW Water incurred expenses in January and February for landfilling sludge. NEW Water is back to a normal plan of disposing of ash and other solid waste material.

- 8) **Approve Resolution for acceptance of the Compliance Maintenance Annual Report for 2019 for the Green Bay Facility.**
- 9) **Approve Resolution for acceptance of the Compliance Maintenance Annual Report for 2019 for the De Pere Facility.**

B. Oldenburg stated the Compliance Maintenance Annual Report (CMAR) is due the end of June. The CMAR is essentially a report card for each of NEW Water's treatment facilities, which assesses its level of compliance with permit requirements. NEW Water received a 4.00 for each of its treatment facilities, which is consistent with the ratings received over the last few years. The Green Bay Facility received a two point deduction due to exceeding 90% of its design capacity flow. The exceedance was due to 9.37 inches of precipitation received in September 2019 and in August over five inches of rain was received.

Commissioner Hasselblad stated an act of nature should be taken into consideration.

Commissioner Mainz asked if NEW Water can explain the exceedance. B. Oldenburg replied that he will add comments when he submits the CMAR.

T. Sigmund stated the CMAR is primarily a tool the Department of Natural Resources (DNR) set up many years ago to inform the utility when additional planning and expansion is needed. NEW Water is eligible for the Clean Water Fund loan program for subsidized rates because staff completes the CMAR and acts when additional updates are needed.

B. Oldenburg requested Commission approval of the two resolutions for the Green Bay and De Pere Facilities so the CMARS can be submitted to the DNR tomorrow.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20

Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #20-055

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to approve Resolutions for acceptance of the 2019 Compliance Maintenance Annual Reports for the Green Bay and De Pere Facilities (Resolutions #20-004 and #20-005 are on file at the NEW Water offices)

10) Request Commission approval to purchase two gravity thickener sludge pumps in the amount of \$104,620.

N. Qualls reported the intent of the R2E2 Project was to place out of service and abandon the existing 1970 vintage gravity thickeners and use a centrifuge thickener for primary sludge. Throughout the startup and early operation, the centrifuge proved challenging to keep operational and maintainable due to higher sludge concentration than anticipated. NEW Water repurposed the centrifuge thickener to run on waste activated sludge and brought back on-line two gravity thickeners as an appropriate way to manage the higher solids concentration, wipes, grease, and other materials causing the pumping problems. NEW Water is in the early process of starting a design to bring gravity thickeners no. 3 and 4 into operation and outfit them with new thickened sludge pumps upon Commission approval.

Commissioner Mainz asked if the gravity thickener sludge pumps were in the budget. N. Qualls replied no. T. Sigmund added there may be some money in the R2E2 reserves.

Motion #20-056

It was moved by Blumreich, seconded by Hoffmann, and unanimously agreed to purchase two gravity thickener sludge pumps in the amount of \$101,570 and a 3% contingency for a total cost of \$104,620.

11) Update of projects:
a) Contract 35 Solids Building 300 Demolition

N. Qualls reported Contract 35 demolition of the solids building project is going well. A lot of work has been done on resurfacing of the area roadways. There was a change order with this project to install a couple segments of the reclaimed water force main for Green Bay Packaging to coordinate with this roadway work.

b) Effluent Reuse Pump Station and Force Main

N. Qualls reported the pumps were purchased and are underway in the manufacturing process. The contractor has mobilized to the site to begin work for the directional drilling.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20

Cont'd

PROCEEDINGS OF THE COMMISSION

Commissioner Hasselblad shared comments that were made at a Green Bay Water Utility meeting regarding the excellent work NEW Water is doing on many projects. These are highly complex projects and are being handled extraordinarily well.

c) Bayview Interceptor Replacement

N. Qualls stated this has been a challenging project. The contractor has now mobilized to the site and is doing prep work for the recovery of the stalled tunneling machines. Modifications are being made to the launch pit in order to accommodate the larger casing pipe that the contractor plans to put in place and interface over the top of these machines. Within the next week the contractor should be moving the casing pipe into place.

Commissioner Mainz asked if the contractor has a schedule. N. Qualls replied the contractor anticipates project completion in October 2020.

12) May 2020 Operations report.

P. Wescott reported both facilities were in full compliance with all effluent limits for the month of May. The De Pere Facility set a new performance record for Total Kjeldahl Nitrogen for average daily concentration discharged throughout the month.

P. Wescott reported there were some reliability issues with the Caterpillar bio-gas engines during the month of April. In late April NEW Water received one of the bio-gas engines back and it ran during the month of May and generated 1,500 megawatts of electricity. The other unit was down for an extended period of time for a major overhaul and was put back on-line on June 12, 2020.

P. Wescott stated that during the May Commission meeting NEW Water was doing another stack test. In March NEW Water had scheduled a stack test for the fluid bed incinerator and all parameters came back well within limits except for particulate matter. Staff proceeded with some investigation work and ran an engineering test in May. The results came back positive and the particulate matter was back in line with what staff would have expected in March. Staff followed up with a full compliance test on particulate matter on May 27, 2020, and test results were within permit limits. NEW Water sent out some material for lab analysis and had industry experts review the results. One industry expert responded that the result was due to the residual from the combustion of sludge. NEW Water submitted its compliance information to its DNR Air Compliance Engineer yesterday. Staff is working through the compliance testing and the granular activated carbon (GAC) failure.

Commissioner Mainz asked how long between the startup of the GAC to when the test was done. J. Mass replied a little over a month. The GAC was brought back on-line on February 12, 2020, and the stack test was conducted on March 18, 2020.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20

Cont'd

PROCEEDINGS OF THE COMMISSION

13) Executive Director's report:

a) July Commission meeting

The July Commission meeting will be held on Wednesday, July 22, 2020, beginning at 8:30 a.m. The meeting will be held via Zoom videoconference. Jeff Czypinski is working with vendors to equip the Daniel J. Alesch Training Center with live and videoconferencing capabilities.

Commissioner Blumreich stated this is something we need to do. Due to COVID-19 and for Commissioners that travel frequently, it is important to have videoconferencing capabilities.

Commissioner Hasselblad commended Tom Sigmund and the organization for adapting to an exogenous event and doing what needed to be done to keep the organization strong. Thank you.

b) NEW Water update on Renard Island Plan

NEW Water will stay involved in this.

c) COVID-19 paid leave statistics

The memo in the Commission packet provided the current utilization of COVID-19 paid leave. An email was sent to the Commission stating that staff identified approximately \$145,000 in additional costs related to the COVID-19 pandemic.

Commissioner Hasselblad asked if staff netted out the costs for no travel or attending conferences. T. Sigmund replied no.

Commissioner Mainz stated that it is important for staff to keep these costs running because it is good for posterity and having the documentation related to COVID-19.

Commissioner Blumreich asked if the 5% symptom related absences turned out to be negative results. T. Sigmund replied yes.

Commissioner Mainz asked if staff are required to take their temperatures when they arrive onsite and if employees are required to wear masks. T. Sigmund replied employees are not required to take their temperatures, and employees must wear masks if they cannot keep six feet of separation.

d) COVID-19 response update

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20
Cont'd

PROCEEDINGS OF THE COMMISSION

Staff put together a three stage operation plan, and Stage One began on Monday, June 22, 2020. Procedures are in place to return to work, and Stage Two will begin in approximately three weeks. Staff will watch the health of people in the area, especially with the increased risk with people socializing more during the 4th of July holiday. B. Vander Loop has been leading a small working group that has been in touch with NEW Water customers, along with the Green Bay and Brown County water authorities, to monitor the financial implications of COVID-19. There has been a reduction in water sales. NEW Water customers are not saying that they are running into financial hardship.

NEW Water is sending samples to the University of Wisconsin-Milwaukee to see if the virus can be tracked in wastewater. NEW Water has not received any results.

Commissioner Hasselblad asked staff to share the results with the Commission when received.

e) WEFTEC 2020 update

WEFTEC has cancelled its in-person conference that was scheduled to be held in New Orleans. Typically around 23,000 people attend this event. WEF Connect will be a virtual event over five days and the pre-registration cost is \$300. WEF Connect makes it more affordable to have more staff involved.

Commissioner Hasselblad asked staff to email the WEF Connect agenda and presentations to the Commission.

h) NEW Water receives grant from Sustain the Bay Fund

NEW Water received a grant of almost \$15,000 from the Community Foundation for the Fox Valley Region to purchase a utility task vehicle (UTV) and trailer. NEW Water has donated the UTV and trailer to the Outagamie Land Conservation Department, who will maintain, insure, and make it available for NEW Water staff to use.

Commissioner Mainz asked why NEW Water donated it to Outagamie County. J. Smudde replied our team includes NEW Water, Jacobs, and Outagamie County staff, and NEW Water would run into some liability and insurance coverage issues if more than NEW water staff use it. This allows the opportunity for all of the team members to have access to it. T. Sigmund added this is similar to the grant NEW Water received for the interseeder, which was donated to Brown County to maintain and make available for others to use. It leverages NEW Water's grant writing and grant opportunities that is useful for others.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

06/24/20
Cont'd

PROCEEDINGS OF THE COMMISSION

T. Sigmund stated that he has a call with the DNR today about Adaptive Management, and will let the Commission know the outcome of the meeting. J. Maas has been working with a team on two elements of NEW Water's permit: mercury and thermal limits. The team is working to get more favorable mercury and thermal limits.

Commissioner Blumreich asked about inflow and infiltration (I/I) due to the rainfall received over the last year. N. Qualls replied staff is concerned with the wet weather over the past couple of years. A customer meeting and an I/I Stakeholder Advisory Group meeting will be held tomorrow. The group developed a draft RFP to hire a consultant to make changes and evaluate current practices and look at various alternatives that the consultant has seen employed around the nation. The path we are on is not sustainable.

Commissioner Mainz asked who is on the Stakeholder Advisory Group. N. Qualls replied internal staff and seven municipal customers. Commissioner Mainz asked if Green Bay, De Pere, Allouez, and Ashwaubenon are part of the group. N. Qualls replied yes, as well as Scott Municipal Utility and Village of Howard.

There being no further business to come before the Commission, the meeting adjourned at 10:50 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT


Secretary