

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on January 18, 2023.

PRESENT: Commissioners Blumreich, Mainz, Tumpach, and Danen

ABSENT: Commissioner Hasselblad

ALSO PRESENT: T. Sigmund, N. Qualls, B. Vander Loop, E. Tietyen, J. Smudde, P. Wescott, B. Clausen, P. Smits, B. Angoli, T. Biese, R. Bach, J. Valenta, B. Thompson, B. Bartel, B. Oldenburg, C. Mueller, L. Sarau, G. Ashauer, S. Thieszen, T. Garrison, E. Houghton, S. Georgel, J. Smies – Legal Counsel,

Commission Secretary Blumreich called the meeting to order at 8:30 a.m.

1) **Welcome new Commissioner, Philip Danen**

Commissioner Blumreich and T. Sigmund welcomed Commissioner Danen.

Commissioner Danen thanked the Commission for the opportunity to serve NEW Water, the brand of the Green Bay Metropolitan Sewer District. Commissioner Danen stated that he is a Partner at Roels, Keidatz, Fronsee & Danen, LLC out of De Pere, and has been a Chairman for the Town of Ledgeview for more than 18 years. His interest in NEW Water is deep rooted, since his father had worked for the Green Bay Metropolitan Sewer District for nearly 40 years.

The Commission Board expressed their excitement to have Commissioner Danen come aboard.

2) **Administer Oath of Office.**

Commissioner Danen took the Oath of Office.

3) **Elect Commissioner Danen as Vice President.**

Motion #23-001

It was moved by Mainz and second by Tumpach, and unanimously agreed to elect Commissioner Danen as Vice President.

4) **Adopt Service Resolution for Commissioner Hoffmann**

Commissioner Blumreich read the Service Resolution for Commissioner Lee Hoffmann.

T. Sigmund read a note of gratitude on behalf of Commissioner Hoffmann, who could not be present for the meeting.

Motion #23-002

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It was moved by Mainz and second by Tumpach, and unanimously agreed to approve to adopt a service appreciation resolution for Commissioner Hoffmann.

- 5) **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 environmental testing by significant industrial user.**
 - d) **Discussion of negotiation strategy concerning an industrial customer.**

Motion #23-003

It was moved by Mainz and second 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.

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

Motion #23-004

It was moved by Mainz and second by Tumpach, and unanimously agreed to reconvene in open session.

- 7) **Safety Moment.**

T. Sigmund provided tips on carbon monoxide poisoning awareness.

- 8) **Approval of minutes of Commission Meeting held December 7, 2022 and December 9, 2022.**

Motion #22-005

It was moved by Mainz and second by Tumpach, and unanimously agreed to approve the meeting minutes from the December 7, 2022 and December 9, 2022 Commission meetings, as distributed.

- 9) **Election of Officers**

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

Commissioner Blumreich questioned if there were any objections three times before motioning to keep the current slate of officers for the 2023 calendar year.

Motion #23-006

It was moved by Mainz and second by Tumpach, and unanimously agreed to keep the slate of officers the same for 2023.

- 10) **Request Commission approval to enter into an agreement with Black & Veatch to provide professional services for implementation of the South Plant Mixing Enhancement Study Applied Research Plan in the amount of \$160,860.**

T. Biese stated in the coming 10 years, NEW Water will be making investments in the activated sludge aeration basins at both the Green Bay Facility and the De Pere Facility. Staff is currently in the planning and design stages of a South Plant Mixing Enhancement Study (pilot project) that will provide the foundation to inform future improvements projects. This study is important to identify the new systems ability to improve capacity, improve effluent quality, and lower energy use. Staff has been working with Black & Veatch to develop a plan to evaluate the goals of this study, and at this time requests Commission to approve the agreement that will allow Black & Veatch to assist NEW Water with a 24 month pilot study with data collection and analysis, modeling support, field support, progress meetings, and final report summarizing results.

Commissioner Mainz asked legal counsel if NEW Water currently had enough insurance to cover the project. J. Smies confirms there is enough, and stated that Black & Veatch is a global company that has been excellent to work with in the past.

Motion #23-007

It was moved by Mainz and second by Tumpach, and unanimously agreed to enter into an agreement with Black & Veatch to provide consulting services for applied research support during the implementation of the South Plant Mixing Enhancement Study in the amount of \$146,240 and a 10% contingency of \$14,620 under the authority of the Executive Director for a total project amount of \$160,860. Future Agreements and Contracts above \$100,000 for this pilot project will require commission approval.

- 11) **Sewer Plan Approvals.**

- a) **City of De Pere, The Kingston Preserve Subdivision, GBMSD Request #2023-01**

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GBMSD Request #2023-01 is seeking administrative approval of its anticipated 2023 projects, including Kingston Preserve Utility and Street Construction N. Honeysuckle Circle. Detailed plans will be submitted later in the year for NEW Water staff's technical review. Any sewer extensions not shown or covered within this approval will require individual Commission approval.

b) Village of Howard, Jewel Meadow Subdivision, GBMSD Request #2023-02

GBMSD Request #2023-02 includes 975 feet of 8-inch PVC sanitary sewer heading north of Spring Green Road on Glendale Avenue and 869 feet of 8-inch sanitary sewer heading east off Glendale Avenue on Jewel Way. Flow will be tributary to Bayview Interceptor.

c) City of Green Bay, 2023 Projects, GBMSD Request #2023-03

GBMSD Request #2023-03 is seeking administrative approval of its anticipated 2023 projects. Any sewer extensions not shown or covered within this approval will require individual Commission approval.

d) Village of Suamico, East Deerfield Sewer Extension, GBMSD Request #2023-04

GBMSD Request #2023-04 includes 124 feet of 8-inch PVC sanitary sewer connecting East Deerfield Avenue to Deerfield Ct. and 2032 feet of 10-inch PVC sanitary sewer within the right-of-way of Deerfield Avenue between Woodfield Ct and Deerfield Ct. Flow to be tributary to Bayview Interceptor.

e) Village of Ashwaubenon, Morris Avenue Reconstruction, GBMSD Request #2023-05

GBMSD Request #2023-05 includes 1,378 feet of 15-inch PVC sanitary sewer within the right-of-way of Morris Avenue between Oneida Street and Ashland Avenue. Flow will be tributary to West Fox Interceptor.

f) Village of Ashwaubenon, Element Way Reconstruction, GBMSD Request #2023-06

GBMSD Request #2023-06 includes 153 feet of 8-inch PVC sanitary sewer within the right-of-way of Element Way and 508 feet of 10-inch PVC sanitary sewer within the right-of-way of Element Way from Oneida Street to Marvelle Lane. Flow will be tributary to West Fox Interceptor.

Motion #23-008

It was moved by Mainz and second by Tumpach, and unanimously agreed to approve the City of Green Bay, City of De Pere, Village of Howard, Village of Suamico and Village of Ashwaubenon 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 Green Bay and City of De Pere's approval subject to staff's technical review.

12) November 2022 Financials.

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B. Clausen reported operating revenues in total were favorable to budget, by 4% in November and 5% year to date. Revenues have been favorable due to more TSS and BOD, offset by Less Flow Volume.

Operating expenses in November were unfavorable to budget by (1%) from more expenditures than budgeted for power, plant maintenance, and natural gas and fuel oil; offset by contracted services, interceptor maintenance, and chemicals. Year to date, total operating expenses have been favorable to budget by 2% from less expenditures than budgeted in contracted services, interceptor maintenance, salary, and benefits; offset by power, chemicals, plant maintenance, and solid waste disposal.

Commissioner Blumreich asked if Decembers Financials would be reported at the February Commission meeting. B. Clausen stated a preliminary audit has just begun, and December's Financials will be presented at the February Commission meeting, however will be preliminary results. The completed December Financials will be reported to Commission in May, when the audit is complete.

13) Update of Projects.

a) Project Update Summary.

N. Qualls reviewed the ongoing and future construction projects, along with the projects that are in the planning phase. Qualls stated there were quite a few projects that were experiencing delays due to supply chain issues, but should overall have a few projects in the coming months that will be presented to Commission for closeout.

b) DPF Tertiary Filtration and Service Water Improvements Update

B. Angoli stated the project is moving along, but the service water system check out and training has been postponed until late January due to delays setting up the programming properly for staff to operate the equipment. The mechanical installation issue has been resolved for the existing piping. In regards to outstanding issues, a letter was received from the contractor again requesting costs for removing the filter block and for a time extension request. This has been reviewed, and the request had been rejected based on timing according to the contract document, since they had not met the time frame for filing for the request.

14) November 2022 Operations report.

P. Wescott reported both facilities were in full compliance with all effluent limits for the month of November.

For the month of November, the solids processing facility generated 481 MWH of electricity. Total bio-gas volume recovered was 61,536 CCF. This is approximately 26% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 1,109,397 gallons of high strength waste in November.

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NEW Water experienced an equipment reliability setback that resulted in not generating the amount of electricity on-site that is typically seen. The energy utilization graph that was reported to commission shows a significant drop in biogas utilization. Because of equipment reliability issues, all three of the biogas compressors were inoperable and were at the manufactures repair facility for repair and testing. One was received and installed yesterday, and the system is now producing electricity on site. P. Wescott also highlighted recent news coverage regarding the waste gas flare. Some fire calls were received due to concerned citizens driving over Tower Drive Bridge seeing the flare, but at this time, the flare is off. There is a long term plan in place to take a look at the biogas compression system, the equipment that was installed, and finding alternative solutions so NEW Water does not find itself in a similar situation in the future.

16) Executive Director's report.

a) February Commission meeting

The February Commission meeting will be held Wednesday, February 22, 2023, beginning at 8:30 a.m. This will be a hybrid meeting held both in person and via Zoom.

b) COVID-19 Update

A general update on COVID-19 was provided to the Commission. This will be the last COVID-19 Update provided to Commission unless there is a rise in cases or a need to alter mitigations. At that time the COVID -19 Focus Group would re-convene.

T. Sigmund stated that NEW Water will continue to send samples from its Green Bay Facility and De Pere Facility to the University of Wisconsin - Milwaukee Labs to assist with the tracking of COVID-19.

c) PFAS Update

In Wisconsin, the drinking water and surface water rules for Perfluorooctyl Sulfonate (PFOS) and Perfluorooctanoic Acid (PFOA) became effective August 1, 2022. Beginning in first quarter 2023, NEW Water will begin quarterly influent and effluent sampling at the De Pere and Green Bay Facilities.

Commissioner Mainz asked if this was a test that we ran in our labs or if it was something that we sent away for another lab to complete. B. Oldenburg stated though NEW Water is a certified lab, we do not have the expensive equipment or space for it, to execute the testing on site.

d) NACWA Winter meeting

A general update of events was provided to the Commission on the NACWA Winter meeting that was hosted in Washington, DC.

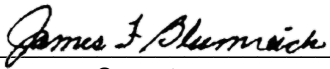
There being no further business to come before the Commission, the meeting adjourned at 9:42 a.m.

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Secretary