

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on July 26, 2023.

PRESENT: Commissioners Hasselblad, Mainz, Tumpach, and Danen

ALSO PRESENT: N. Qualls, B. Clausen, E. Tietyen, P. Smits, B. Brown, B. Oldenburg, C. Mueller, B. Angoli, T. Garrison, T. Biese, J. Valenta, R. Bach, L. Sarau, J. Steinhausen, G. Ashauer, J. Smudde, E. Houghton, P. Wescott, S. Thieszen, J. Smies–Legal Counsel, B. Vande Castle – Village of Pulaski, K. Chambers – Village of Pulaski, J. Przybylski – Village of Pulaski, C. Przybylski – Village of Pulaski, R. Mach – Mach IV, B. Holewinski – Village of Pulaski, A. Breitenfeldt – Robert E. Lee & Associates, and J. McLeod – Henes & Associates Reporting Services, Inc.

ABSENT: Commissioner Blumreich and T. Sigmund

Commission President Hasselblad called the meeting to order at 8:31 a.m.

Commissioner Danen joined the meeting at 8:32 a.m.

1) **Introduce new employee: Joshua Steinhausen, E&I Technician**

P. Smits introduced J. Steinhausen, who has accepted the E&I Technician position. The Commission welcomed J. Steinhausen to NEW Water, the brand of the Green Bay Metropolitan Sewerage District.

2) **Public Hearing on the annexation request from the Village of Pulaski.**

Commissioner Hasselblad stated this is a public hearing for the purpose of considering the annexation of a certain premises located within the Village of Pulaski to the Green Bay Metropolitan Sewerage District (GBMSD). J. Smies introduced the necessary exhibits to show the required steps were taken prior to the public hearing. L. Sarau gave a brief overview of these requirements and expressed that NEW Water was in favor of the annexation.

B. Vande Castle, legal counsel for the Village of Pulaski, expressed his gratitude for the continued relationship between the Village of Pulaski and NEW Water before interviewing guest speakers about the annexation. Village of Pulaski President K. Chambers, Public Works Director B. Holewinski, and Civil/Municipal Senior Project Manager for Robert E. Lee & Associates, Inc., A. Breitenfeldt, all had the opportunity to speak, and were in favor of the annexation.

Commissioner Hasselblad asked if there was anyone else who would like to speak either in favor, against, or indifferent to the annexation request from the Village of Pulaski. There were no additional speakers or questions.

Commissioner Hasselblad closed the hearing at 9:08 am

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23

Cont'd

PROCEEDINGS OF THE COMMISSION

- 3) **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 air emission testing of the fluidized bed incinerator.**

Motion #23-050

It was moved by Mainz, seconded by Danen, 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.

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

Motion #23-051

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

Items 5 through 7 are were taken out of order from the published agenda.

- 5) **Request Commission decision related to the annexation request from the Village of Pulaski**

L. Sarau gave a brief overview of the Public Hearing on the annexation request from the Village of Pulaski and reiterated NEW Waters support. Commissioner Mainz thanked the village of Pulaski and the Town of Angelica for all their hard work for this annexation.

Motion #23-052

It was moved by Mainz, seconded by Danen, and unanimously agreed to the annexation request from the Village of Pulaski.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23

Cont'd

PROCEEDINGS OF THE COMMISSION

6) **Safety Moment.**

N. Qualls provided information on back to school safety.

7) **Approval of minutes of Commission meeting held June 28, 2023.**

Motion #23-053

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the June 28, 2023 meeting minutes as distributed.

8) **Request Commission approval to amend the Resolution Declaring Official Intent to Reimburse Expenditures form the Proceed of Borrowing for the Green Bay Facility North Plant Clarifier Rehabilitation project and revise the not-to-exceed amount from \$23,500,000 to \$41,000,000.**

B. Angoli stated in October 2021, the Commission passed a resolution declaring NEW Water's intent to provide interim funding for the Green Bay Facility North Plant Clarifier Rehabilitation project and to declare the intent to provide reimbursement to NEW Water for capital project expenditures made before the issuance of the Clean Water Fund Program tax exempt bonds. When originally passed, the resolution stated the principal amount was not to exceed \$23,500,000, but due to changes to the scope of the project and current market conditions, the anticipated cost of this project has increased significantly, to \$38 million. The amended amount includes contingencies. B. Angoli stated that items such as extra concrete work, cost of steel, and piping changes contribute to the increase.

Motion #23-054

It was moved by Mainz, seconded by Danen, and unanimously agreed to approve the Resolution Declaring Official Intent to Reimburse Expenditures form the Proceed of Borrowing for the Green Bay Facility North Plant Clarifier Rehabilitation project in the amount of \$41,000,000.

9) **Request Commission approval to award the construction contract for the Green Bay Facility North Plant Clarifier Rehabilitation Contract to Lunda Construction Company for the total amount of \$37,746,029.**

B. Angoli stated an engineering study was complete in 2018 to evaluate the condition of the existing clarifier's structures and equipment for all NEW Water facilities including the Green Bay North Plant clarifiers. The assessment concluded that major clarifier component, structural, and miscellaneous deficiencies existed and needed to be addressed. At the October 2021 Commission meeting, staff brought forward an engineering design for this project that was approved. This project has been publicly advertised and interested contractors submitted bids. Staff and the design engineer reviewed the bids and determined that Lunda Construction Company would was the lowest cost and responsible bidder for this job.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23
Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #23-055

It was moved by Meinz, seconded by Tumpach, and unanimously approved the enter into a contractual agreement with Lunda Construction Company for the construction of the Green Bay Facility North Plant Clarifier Rehabilitation project in the amount of \$34,314,529 and a 10% contingency of \$3,431,500 for a total amount of \$37,746,029 to be administered under the authority of the Executive Director.

- 10) **Request Commission approval to enter into an agreement with Donohue and Associates to provide engineering services during construction for the Green Bay Facility North Plant Clarifier Rehabilitation project in the amount of \$2,558,812.**

B. Angoli stated Donohue and Associates was awarded the North Plant Clarifier Rehabilitation Design and Bidding contract during the October 2021 Commission meeting. Services included are: contract administration of construction contract, regulatory agency coordination, shop drawing review, resolutions of contractors request for clarification, coordination and issuing work change directives and change orders, review request for payment, and to prepare record drawings of the completed construction. The agreement provides professional liability insurance coverage of \$1 million per occurrence and \$5 million aggregate. This has been reviewed by legal counsel.

Motion #23-056

It was moved by Danen, seconded by Tumpach, and unanimously approved to enter into an agreement with Donohue & Associates, Inc. to provide engineering services during construction the Green Bay Facility North Plant Clarifier Rehabilitation project in the amount of \$2,326,212 and a 10% contingency of \$232,600 under the authority of the Executive Director for a total amount of \$2,558,812.

- 11) **Request Commission approval of the following policies:**
- a. **Government Lobbying Policy**
 - b. **Salary Administration Policy**

E. Tietyen provided the Commission a summary of the changes made to the Government Lobbying Policy and the Salary Administration Policy.

Commissioner Meinz requested that the Government Lobbying Policy be brought back to legal for some clarification, and be approved at a later Commission meeting.

Motion #23-057

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23
Cont'd

PROCEEDINGS OF THE COMMISSION

It was moved by Mainz, seconded by Danen and unanimously agreed to approve the Salary Administration Policy.

12) Sewer plan approvals:

B. Angoli requested three different motions for the sewer approvals due to unique requests.

Commissioner Danen recused himself from the decision for the Town of Ledgeview due to his affiliation as Chairman.

a. Town of Ledgeview/Ledgeview Sanitary District #2 – Contract “A-2023”, GBMSD Request #2023-16

Motion #23-058

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

b. Village of Pulaski – Contract #80046, GBMSD Request #2023-17

Motion #23-059

It was moved by Mainz, seconded by Danen, and unanimously agreed to approve the sewer plans for the Village of Pulaski contingent upon the approval of the annexation and the 2040 Brown County Urban Service Area Water Quality Plan.

c. Town of Lawrence, 2023 Sanitary Sewer & Water Main Construction, GBMSD Request #2023-18

Motion #23-060

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

13) Reserve balance update and transfer.

B. Clausen provided Commission with an update on NEW Water’s financial reserves as of January 2023, along with projected reserve expenses and transfers planned in 2023. Clausen also recommended two transfers: one from the General Reserve to the Interceptor Cost Recovery Reserve for the East River Interceptor section abandonment project and for the Lift Station Notification System, and one from the General Reserve to the Plant Capital Replacement Reserve to conform to provisions of the General Reserve.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23

Cont'd

PROCEEDINGS OF THE COMMISSION

14) 2024 Budget

B. Clausen gave a brief overview of a preliminary draft budget. The first Budget Workshop will be held at the August 23, 2023 Commission meeting.

15) Update of Projects: DPF Tertiary Filtration and Service Water Improvements Update

B. Angoli stated staff is still working with the contractor and equipment manufacturer to resolve issues with the north side filtration equipment. Manufacturer is on site working with staff in order to put together plans to remove solids from the media to meet performance requirements for operation. Scum pumps are also being replaced due to wrong seals being provided, and should be complete by the end of this week.

16) June Financials.

C. Mueller reported June's operating revenues were unfavorable to budget due to less flow volume due to lower precipitation, Mills 2022 13th invoice settlements being processed, and other revenues including the exceedance/rental charges from the mills 13th invoice outlined in the tripartite agreement. Year to date, total operating revenues were favorable to budget due to additional BOD loading from Green Bay Packaging and Packerland Whey, and additional TKN due to elevated loads from Packerland Whey.

June's operating expenses were favorable to budget from less expenditures than budgeted in contracted services, offset by chemicals due to plant upset. Year to date, total operating expenses were favorable to budget from less expenditures budgeted in contracted services, administrative and information technology, plant maintenance, salary and benefits: offset by power, chemicals and interceptor maintenance.

17) June 2023 Operations report.

Both facilities were in full compliance with all effluent limits for the month of June. The Green Bay Facility tied performance records for Ammonia for average daily concentration, average pounds discharged per day, and for total pounds discharged per month.

The Green Bay Facility was in full compliance with air quality limits for the month of June.

For the month of June, the solids processing facility generated 1,237 MWH of electricity. Total bio-gas volume recovered was 141,222 CCF. This is approximately 94% of the total volume produced. The remaining volume was sent through the waste gas flare. NEW Water received 583,283 gallons of high strength waste in June.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23

Cont'd

PROCEEDINGS OF THE COMMISSION

Commissioner Hasselblad asked about the Harmful Algal Blooms (HAB) as it relates to Bay Beach in Green Bay. E. Houghton gave a brief update, but stated she would gather information for the Commission for the August Commission meeting.

18) Executive Director's Report:

a) August Commission Meeting

The next meeting will be held August 23, 2023, at 8:30 a.m. via hybrid meeting. There is also an additional Commission meeting held on August 10, 2023, for the purpose for Executive Director Succession planning.

b) Excellence in Management Award from NACWA

NEW Water has received an Excellence in Management Award from the National Association of Clean Water Agencies (NACWA).

c) Nathan Berceau promoted to Operator II.

Nathan Berceau was promoted from an Operator II to the Operator III position on July 9, 2023. Nathan began employment at NEW Water in December of 2021.

d) Brown County Water Summit

NEW Water presented at the Brown County Water Summit on NEW Waters Watershed Program.

e) Great Lakes Round Table.

NEW Water participated in the Environmental Protection Agency's engagement sessions for development of a Great Lakes Restoration Initiative (GLRI) Action Plan for 2025-29.

f) COVID water testing project.

The Wisconsin Wastewater Surveillance Program, of which NEW Water is a part, has joined three others in being named a National Center of Excellence for Wastewater Surveillance by the Centers for Disease Control and Prevention.

g) STEAM Camp.

For the 8th year of the STEAM Superheroes Camp, NEW Water teamed up with the Boys & Girls Club of Greater Green Bay (BGCGB) and the Einstein Project to inspire area youth to care about our most valuable resource, water. Staff assisted with interactive, educational, and hands-on activities.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/26/23
Cont'd

PROCEEDINGS OF THE COMMISSION

There being no further business to come before the Commission, the meeting adjourned at 10:24 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT



Secretary