

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held July 7, 2009.

PRESENT: Commissioners Alesch, Hasselblad, Mainz, Zabel, and Scheberle

ALSO PRESENT: T. Sigmund, P. McCarthy, P. Kaster, D. Busch, D. Cawley, M. Pierner, W. Angoli, T. Woodworth, J. Kennedy, J. Christ, D. Lefebvre, L. Evenson, M. Erschnig, J. Van Sistine, J. Nicks—Legal Counsel

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

1) Approval of minutes of Commission meeting held May 18, 2009.

Motion #09-060

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to approve the May 18, 2009 minutes as distributed.

2) May financials.

T. Woodworth reviewed the May financials. He reported operating revenues were \$182,000 under budget and operating expenses were \$422,000 under budget. He reported contracted services were \$180,000 over budget. He stated that part of the \$693,000 in expenses for contracted services include a PCB settlement check of \$170,000, which was deposited in escrow. He reported interest income was \$152,000 under budget.

3) Present employee awards.

T. Sigmund reported that at the Central States Water Environment Association (CSWEA) meeting in May, Dan Busch received two awards. The first award was the William D. Hatfield Award, which was presented by the Water Environment Federation and recognizes outstanding performance and professionalism in the operation of a wastewater treatment facility. The second award was the CSWEA Outstanding Service Award presented in recognition of work performed as Student Committee Chair 2006-2009. He then re-presented the awards to D. Busch.

D. Busch stated that Paul Thormodsgard received the William D. Hatfield award in 2004 and it was an honor to be put in the same category and receive the same award. He stated the CSWEA Student Committee has done a great job and two Student Design Teams took 3rd place in the WEF national competition, and in 2006 a student's paper took 1st place in the WEF Student Paper Competition. He stated that it has been a rewarding experience.

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- 4) Approve Resolution for acceptance of the Compliance Maintenance Annual Report for 2008 for the Green Bay Facility.**
- 5) Approve Resolution for acceptance of the Compliance Maintenance Annual Report for 2008 for the De Pere Facility.**

D. Cawley reported the Green Bay Facility received a perfect score of 4.00, and the De Pere Facility received a 3.92. The De Pere Facility was penalized for exceeding 90% of influent design loading for CBOD over a three-month period. Effluent quality was not affected during this time.

Motion #09-061

It was moved by Hasselblad, seconded by Mainz, and unanimously agreed to approve Resolutions for acceptance of the Compliance Maintenance Annual Report for 2008 for the Green Bay and De Pere Facilities. (Resolutions #09-007 and 09-008 are on file at the GBMSD offices)

- 6) Request Commission approval to award the telecommunication consulting services contract to Elert & Associates Technology Consultants in the amount of \$27,810 and a 5% contingency for a total amount of \$29,200.**

P. Kaster reported GBMSD's telephone system is approximately 11 years old and no longer supported. Requests for proposals were sent out to four consultants and two proposals were received. Staff reviewed the proposals, contacted references, and recommends award of the telecommunication consulting services contract to Elert & Associates Technology Consultants. The current 2009 budget includes \$40,000 for telecommunication consulting services. Elert & Associates is located in Milwaukee.

Motion #09-062

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to award the telecommunication consulting services contract to Elert & Associates Technology Consultants in the amount of \$27,810 and a 5% contingency for a total amount of \$29,200.

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- 7) **Adopt the following Reimbursement Resolutions:**
- a) **Solids Disposal Improvements Project**
 - b) **Ferric Chloride Feed Systems Project**
 - c) **Sludge Holding Tank Relining Project**
 - d) **Isolation Gates Replacement Project**
 - e) **Gravity Belt Thickener Monitoring & Control Project**
 - f) **Pump Station Bar Screen Replacement Project**

T. Woodworth reported eight Clean Water Fund Program financial assistance applications were completed and submitted on June 25. GBMSD has applied for Clean Water Fund Program loans and potential economic stimulus funding for these projects. He stated that one of the requirements of the application is approval of a reimbursement resolution so GBMSD could request reimbursement for internal funds expended prior to loan closing.

Motion #09-063

It was moved by Scheberle, seconded by Hasselblad, and unanimously agreed to adopt the Solids Disposal Improvements Project, Ferric Chloride Feed Systems Project, Sludge Holding Tank Relining Project, Isolation Gates Replacement Project, Gravity Belt Thickener Monitoring & Control Project, and Pump Station Bar Screen Replacement Project Reimbursement Resolutions. (Resolutions #09-009, 09-010, 09-011, 09-012, 09-013, and 09-014 are on file at the GBMSD offices)

- 8) **Request Commission approval to award the Fuel Oil Storage Tank Liner Repair Contract to Quality Sandblasting and Coatings LLC in the amount of \$6,870 and a 5% contingency for a total project amount of \$7,214.**

P. McCarthy reported that during the inspection of the Green Bay Facility fuel oil storage tanks, it was discovered that the epoxy lining on the floor of tank #1 was delaminating and cracking. Our consultant recommended replacing the lining on the floor and the lower 18 inches of the side wall.

Motion #09-064

It was moved by Meinz, seconded by Hasselblad, and unanimously agreed to award the Fuel Oil Storage Tank Liner Repair Contract to Quality Sandblasting and Coatings LLC in the amount of \$6,870 and a 5% contingency for a total project amount of \$7,214.

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9) Request Commission approval of the Green Bay Yachting Club Ground Lease.

P. Kaster reviewed the proposed Green Bay Yachting Club (GBYC) Ground Lease. He reported the lease is for a 20-year initial term and after 15 years of the original term of the lease, interested parties would negotiate toward renewal or termination of the lease. The GBYC will provide a boat slip for GBMSD's workboat. The fixed beginning annual rental would be \$20,000 with an annual increase cap of 2.5% annually, tied to the consumer price index. He requested Commission approval of the Ground Lease and to authorize the Executive Director to execute the Ground Lease.

The Commission commended Paul Kaster on the work he has done on the lease.

Motion #09-065

It was moved by Hasselblad, seconded by Zabel, and unanimously agreed to approve the Green Bay Yachting Club Ground Lease.

10) Sewer plan approval:

a) City of Green Bay 5-09; GBMSD Request 2009-14

M. Pierner reported the City of Green Bay is requesting to replace 335 ft. of sewer on Henry Street. He requested Commission approval of the sewer plan subject to favorable review by the Wisconsin Department of Natural Resources (DNR). He stated that Brown County Planning has already reviewed and approved the plan.

Motion #09-066

It was moved by Mainz, seconded by Zabel, and unanimously agreed to approve the City of Green Bay 5-09 sewer plan subject to favorable review by the WDNR.

11) Update of projects:

a) Consolidation Projects – General

P. McCarthy reported six projects are under review by the DNR for consideration of the ARRA Stimulus Grant Funding.

P. McCarthy reported the DNR has offered an informal review of GBMSD's Ordinance revisions.

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P. McCarthy reported that GBMSD will be installing a second Bioxide dosing point near Meter Station 13D temporarily until the mill waste force main is operational.

P. McCarthy also reported that Jason Consultants will be on site July 9 and 10 to begin developing the request for proposals and contractor distribution list for the necessary field work on the De Pere siphon.

- b) **Consolidation Projects – Treatment plants construction phase**
- c) **Consolidation Projects – Conveyance facilities design and construction phases**
- d) **RAS/WAS System Improvements Project**

W. Angoli reported the RAS/WAS System Improvements Project is moving along. He reported the south side of the North Complex will be shut down next month through September/October for demolition of piping and pumps.

- e) **Summary update on stack test results**

J. Kennedy reported the results of the stack test for particulate showed the emissions from Incinerator #2 are well within the respective guidelines. He stated the test also included carbon monoxide to verify compliance with the annual CO limit that is currently under consideration by the DNR for inclusion in GBMSD's Construction Air Permit. Results of the stack test were judged to be satisfactory for all parameters. Staff will submit final copies of the report to the DNR as soon as possible.

- f) **Solids Management Plan**

W. Angoli reported the first Solids Management Advisory Committee meeting with external stakeholders was held on June 25. The first Staff Advisory Committee meeting was held on July 6. He reported the purpose of the first meeting is to identify, define, and weigh criteria the groups would like GBMSD to consider in the Solids Management Plan. The second meeting will be to discuss the analysis process and select three to five alternatives. The third meeting will be to discuss the selected plan and how to implement it.

12) **Operation report:**

- a) **Effluent quality for May**

D. Busch reported both facilities have met effluent compliance for May. He reported the Green Bay Facility managed to set a new record best for ammonia at .03 mg/L.

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b) Air quality for May

D. Busch reported air quality was in compliance at both facilities for May.

13) Legal Counsel report:

a) WisWARN

J. Nicks reported the WisWARN agreement was approved in September 2008. He held the agreement to see who else joined. Madison and Milwaukee Metropolitan Sewerage Districts have both signed. He recommended that GBMSD sign the agreement.

14) Executive Director's report:

a) July Commission meeting

The July meeting will be held on July 27 beginning at 8:30 a.m. A special meeting will be held on July 10 at 11:00 a.m. on the Solids Management Plan.

b) Line of credit update

GBMSD is securing interim financing for capital projects until State Revolving Fund loans from the DNR are received. Staff has contacted four local banks for proposals on a line of credit.

15) Convene in closed session 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) Fox River PCB sediment issues**
- b) Fox River PCB insurance coverage issues**
- c) Status report on Rockland appeal of De Pere annexation and Rockland/De Pere border negotiations**
- d) Rockland claim against GBMSD and De Pere**

Motion #09-067

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to convene in closed session 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.

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16) Reconvene in open session.

Motion #09-068

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

There being no further business to come before the Commission, the meeting adjourned at 9:55 a.m.

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Secretary