

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held December 19, 2012.

PRESENT: Commissioners Alesch, Hasselblad, Mainz, Blumreich, and Tumpach

ALSO PRESENT: T. Sigmund, P. McCarthy, P. Kaster, P. Wescott, T. Garrison, T. Valenta, M. Pierner, W. Angoli, R. Brown, M. Diaz, J. Christ, J. Czypinski, J. Kennedy, M. Urbancic, B. Bartel, B. Vander Loop, M. Erschnig, J. Van Sistine, J. Nicks & J. Haase–Legal Counsel; P. Da Silva & B. Desing–CH2M Hill; M. Heckenlaible–City of Green Bay; C. Berndt–Village of Allouez; J. Grschberger

Commission President Alesch called the meeting to order at 8:32 a.m.

- 1) **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, and under 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:**
 - a) **Georgia-Pacific billing issues**
 - b) **Employment agreement**

Motion #12-083

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, and under 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

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

Motion #12-084

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

- 3) **Consideration of employment agreement with Executive Director.**

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

12/19/12

Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #12-085

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to commence with Executive Director employment agreement.

4) Approval of minutes of Commission meeting held November 28, 2012.

Motion #12-086

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to approve the November 28, 2012 minutes as distributed.

5) Election of officers.

Motion #12-087

It was moved by Hasselblad, seconded by Blumreich, to hold election of officers. Commission President Alesch called for discussion.

Commissioner Tumpach recommended the Commission postpone election of officers until the new Commissioner is present.

J. Nicks from Godfrey & Kahn stated Section 200.09 of the State Statutes requires the Commission to elect a president and secretary, but there is no legal requirement to be done annually. The statutes call for five Commissioners with staggered terms.

Commissioner Hasselblad stated over the past two years the Green Bay Metropolitan Sewerage District (GBMSD) has held elections in December. She stated it is far too much to ask a new Commissioner to make those kinds of decisions.

Commissioner Mainz stated the new Commissioner's vote is not going to make a difference.

Commissioner Blumreich stated it would be presumptuous of the Commission to expect the new Commissioner to make a decision on who best serve as President and Secretary.

Commissioner Alesch stated there is a motion and second to elect officers. Those in favor: Hasselblad, Mainz, Blumreich, and Alesch; opposed: Tumpach. Motion carried.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

12/19/12

Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #12-088

It was moved by Blumreich, seconded by Meinz, to nominate Commissioner Hasselblad as President.

Motion #12-089

It was moved by Hasselblad, seconded by Meinz, to nominate Commissioner Blumreich as Secretary.

Commissioner Alesch closed nominations.

Motion #12-090

It was moved by Meinz, seconded by Hasselblad, and unanimously agreed to elect the slate of officers.

6) Request Commission approval of the revised logo, name, and tagline.

T. Garrison stated earlier this year GBMSD sent out a request for proposal to create a new name, mission, logo, and tagline. At the November meeting the Commission agreed on the name NEW Water and wave logo. She reported legal counsel has reviewed the new name and has given staff the green light to move forward. Staff is recommending the Commission adopt the name NEW Water and accompanying wave logo, and the tagline Watershed Conservation & Stewardship. GBMSD would be doing business as NEW Water.

J. Nicks stated the legal name of Green Bay Metropolitan Sewerage District must continue to be used for all legal documents.

Commissioner Hasselblad asked how many members of NACWA designate a region in its name. T. Sigmund replied the District of Columbia is now DC Water, South Carolina is Renewable Water Resources, and Alexandria, VA is now Alexandria Renew Enterprises. He stated people are recognizing water as a resource.

Commissioner Hasselblad stated GBMSD's footprint is much larger than Green Bay and GBMSD is moving in the right direction.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

12/19/12

Cont'd

PROCEEDINGS OF THE COMMISSION

Commissioner Tumpach stated that he likes the look of the green and blue verbiage and the name is more positive, but he doesn't understand the economical impact. He stated a name change is usually done to improve the market.

T. Sigmund stated GBMSD is changing its focus on recovering valuable products from the waste it receives, which is a positive message to take forward to the community.

Commissioner Alesch stated GBMSD is changing its business, taking a new step with not just treating the waste. GBMSD is moving into the watershed.

Commissioner Mainz stated that he is fine with the tagline Water Conservation and Stewardship.

Commissioner Blumreich stated he has warmed up to the tagline and it conveys GBMSD's efforts going forward.

Commissioner Tumpach asked what the cost of changing the name is. T. Sigmund replied staff is assembling the cost.

Commissioner Mainz stated GBMSD's name change and focus can be tied to the greater well being of Northeast Wisconsin.

Motion #12-091

It was moved by Hasselblad, seconded by Blumreich, and unanimously agreed to approve the name NEW Water, wave logo, and tagline Watershed Conservation & Stewardship.

8) The Green Bay Area Chamber of Commerce awards GBMSD's Tracy Valenta with the Future 15 Leaders of Green Bay Award.

T. Garrison reported that Ms. Valenta was selected as one of 15 people to receive the Future 15 Leaders of Green Bay Award through the Chamber of Commerce. She thanked Mr. Kennedy for his efforts in starting the environmental program.

The Commission congratulated Ms. Valenta, Ms. Garrison, and Mr. Kennedy for their efforts.

Commissioner Hasselblad stated the efforts by staff to protect the environment are much appreciated. Thank you.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

12/19/12

Cont'd

PROCEEDINGS OF THE COMMISSION

7) Resource Recovery and Electrical Energy Project – risk and value management.

W. Angoli introduced Paul Da Silva, Project Manager, and Bill Desing from CH2M Hill.

P. Da Silva gave a risk management overview, as follows:

- What is Risk
- Why do we need Risk Management
- R2E2 Risk Management Approach
- Key Risk Elements of Risk Register

Commissioner Hasselblad questioned the risk of combustible gas and asked if the team is planning to collaborate with the gas company. P. Da Silva stated the team needs to discuss the end use of the digester gas, which will be used for engine generators, plant heating boilers, and incineration if available. GBMSD has set up a meeting with the gas company to discuss gas usage and requirements for selling any back into the system.

Commissioner Mainz stated safety of personnel in the facility is a key issue. He asked if the team is addressing safety. P. Da Silva responded the first thing is to prequalify contractors that have done this work before and have safety records that are envious of others. He stated the team requires safety awareness of contractors' staff and the contractors will participate in those meetings. As part of the project a Process Safety Analysis will be performed for personnel protection.

Commissioner Blumreich asked who carries the risk insurance. P. Da Silva replied the contractors are required to carry all risk builders risk insurance at the cost of the project.

Commissioner Alesch asked how the team mitigates risks so things go as planned. P. Da Silva replied the team will apply technology that has a previous service life of five years. The piston press technology has not been used in North America, but has been successfully used in Europe. Some of the team will be visiting sites in Europe to see the technology in operation in late January 2013.

Commissioner Alesch asked about risk analysis for gas production from outside wastes. P. Da Silva replied GBMSD has been working with local industries that have this high strength waste and is conducting a pilot test to help in predicting the potential bio-gas to be produced.

9) Update of projects:

a) Resource Recovery and Electrical Energy (R2E2)

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

12/19/12

Cont'd

PROCEEDINGS OF THE COMMISSION

W. Angoli stated a draft of the design reports should be done by the end of January.

b) De Pere Facility East Service Area Interceptor Rehabilitation

M. Pierner reported the substantial completion date was extended by one month and punch list work continues.

c) West Tower Drive Interceptor Relocation

M. Pierner stated there continues to be concern with the soil conditions encountered under Highway 41. GBMSD has been put on notice that the contractor may file a claim.

d) HVAC & Lab Upgrades

R. Brown reported GBMSD is three months into the construction phase, which is about 40% complete. He stated the demo work for equipment and piping in the north and south penthouses is complete and the duct work is almost complete. He stated the critical air handling equipment should be delivered the beginning of February. He stated the biggest threat is fabricating through the holidays. He stated the project is on schedule and within budget.

10) Operation report:

a) Effluent quality for November

b) Air quality for November

P. Wescott reported both facilities were in full compliance with all effluent and air quality limits for November. The De Pere Facility tied an effluent discharge record low for Total Suspended Solids with a daily average concentration of 1.0 mg/L. He stated there were no events that required a deviation notification submittal to the Wisconsin Department of Natural Resources.

11) Executive Director's report:

T. Sigmund stated on behalf of the staff, current and past, he would like to thank Commission President Alesch for his service to GBMSD. He stated Commissioner Alesch has always had the best interests of GBMSD's customers and staff at heart. Commissioner Alesch's efforts are very much appreciated.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

12/19/12

Cont'd

PROCEEDINGS OF THE COMMISSION

Commission President Alesch stated that he is grateful to serve GBMSD and the community. He stated that he is proud of the work GBMSD staff has done through the years and every year GBMSD has gotten better and better. He stated there is no better testament than the work staff has done. Thank you and he wished everyone the very best. He stated that he hopes all goes extremely well and he will be watching.

a) January Commission meeting

The January Commission meeting will be held January 23, 2013 beginning at 8:30 a.m.

b) Draft 2013 Commission meeting schedule

Please review the meeting schedule and if you know of any conflicts, we can discuss at the January meeting. A strategic planning session will be scheduled in March or April.

c) Disclosure of Related Party Transactions

The Commission is required to sign the Disclosure of Related Party Transactions form.

d) November financials

The November financials will be emailed to the Commission on Friday. The November and December financials will be discussed at the January meeting.

e) Update on the diesel generators

A workshop will be scheduled in February or March to provide a review and update of the standby generators and medium voltage issues throughout the plant. Wisconsin Public Service will be invited to the meeting.

Commissioner Mainz suggested the meeting be held in March.

f) Clean Water Fund interest rate subsidy

GBMSD and other municipal clean water utilities in the state are putting information together to lobby Governor Walker to restore the interest rate subsidy to the Clean Water Fund for the 2013 – 2015 biennium budget, asking to move the subsidized rate from the current 75% of market to 55% of market.

g) NACWA Winter Conference

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

**12/19/12
Cont'd**

PROCEEDINGS OF THE COMMISSION

NACWA's 2013 Winter Conference will be held February 3 – 6, 2013 in Miami. Tom Sigmund will attend.

Commissioner Hasselblad encouraged fellow Commissioners to attend the conference.

A Public Policy Counsel breakfast is scheduled for Friday to discuss GBMSD Commission appointments.

Commissioner Hasselblad stated that Commissioner Alesch has been the visionary light, motivator, and leader, and his presence on the Commission will be missed.

There being no further business to come before the Commission, the meeting adjourned at 10:37 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

Secretary