

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held January 22, 2014.

PRESENT: Commissioners Hasselblad, Mainz, Tumpach, and Hoffmann

EXCUSED: Commissioner Blumreich

ALSO PRESENT: T. Sigmund, P. Kaster, P. Wescott, B. Hafs, N. Qualls, B. Angoli, M. Diaz, B. Bartel, J. Kehring, J. Klingbeil, B. Brown, M. Urbancic, M. Erschnig, J. Kennedy, J. Czepinski, T. Brown, B. Vander Loop, J. Van Sistine, J. Nicks–Legal Counsel; C. Berndt–Village of Allouez; B. Hesprich–Fox River Fiber

Commission President Hasselblad called the meeting to order at 8:30 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 litigation**
 - b) **Fox River Fiber Complaint with Public Service Commission**
 - c) **Employment performance review**

Motion #14-001

It was moved by Mainz, seconded by Tumpach, 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 #14-002

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

- 3) **Approval of minutes of Commission meeting held December 18, 2013.**

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

01/22/14
Cont'd

PROCEEDINGS OF THE COMMISSION

Motion #14-003

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to approve the December 18, 2013 minutes as distributed.

4) November financials.

M. Diaz reported total operating revenues for the month of November were favorable to budget by \$162,000. Year to date total operating revenues were unfavorable to budget by (\$71,000). She stated the year to date total revenues include additional revenues of \$574,000 from septage waste from a special project with three local cheese facilities and one additional new project. Net income for the month of November was \$340,000.

T. Sigmund stated the preliminary December financials will be available by mid February.

5) Introduce new Operator-in-Training, Jake Kehring.

B. Bartel introduced Jake Kehring, who was hired as an Operator-in-Training on January 2, 2014. He stated Mr. Kehring was a summer intern last year.

J. Kehring stated that he completed his Bachelor of Science Degree from the University of Wisconsin – Stevens Point. He majored in Waste Management with a minor in Soil Science. He previously interned at the Wausau Wastewater Treatment Plant.

6) Adopt retirement resolution for Mary Pischke.

Commissioner Hasselblad read the retirement resolution.

M. Urbancic stated Mary Pischke has been a great employee for many years and she retired on January 3, 2014.

T. Sigmund stated Ms. Pischke worked at NEW Water, the brand of the Green Bay Metropolitan Sewerage District, for two years, had an interruption in service, and then returned to work for 34 more years. She will be missed.

Motion #14-004

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to adopt retirement resolution for Mary Pischke. (See Commission Resolution #14-001)

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

01/22/14
Cont'd

PROCEEDINGS OF THE COMMISSION

7) **Request Commission approval for CH2M HILL to provide design services included in Amendment No. 7 for the Resource Recovery and Electrical Energy Project.**

N. Qualls requested Commission approval for CH2M HILL to provide design services for the Resource Recovery and Electrical Energy (R2E2) Project. He stated the design work would include: energy nutrient extraction technology, expansion of the liquid treatment system anaerobic zones, a new storage building, and electrical manhole modifications. He stated Amendment No. 7 exceeds the contingency amount so staff is requesting approval separately. He stated during the Solids Management Plan development, staff delayed the nutrient extraction because it did not meet NEW Water's requirement of five years in operation in a plant this size. He stated the nutrient extraction technology has matured and with NEW Water losing a major source of BOD and the increased phosphorus recycle load from the digestion and dewatering process, staff revisited the nutrient extraction alternatives and struvite control. He stated struvite can form in pipes and can lead to costly maintenance and decreased system performance. He reported seven alternatives were reviewed and narrowed down to the three with the lowest life-cycle costs. He discussed the three alternatives. Staff recommends incorporating the nutrient extraction with waste activated sludge phosphorus release and bio-P because it gives the best control of the struvite material, minimizes maintenance, labor, and provides a reusable fertilizer product.

Commissioner Hoffmann asked if the design would stay with CH2M HILL. N. Qualls replied yes.

Commissioner Hoffmann questioned how NEW Water knows if the consultant's fee is appropriate. N. Qualls replied the design cost is 8% of the capital cost. Staff has reviewed the level of effort and met with CH2M HILL to revise the cost.

Commissioner Mainz asked if the nutrient extraction is mature technology. N. Qualls replied yes. He stated the Madison Metropolitan Sewerage District is using this technology.

Commissioner Hasselblad asked if staff plans to see this technology in operation. N. Qualls replied yes. Staff plans to visit the Madison Metropolitan Sewerage District on February 5, 2014.

Motion #14-005

It was moved by Hoffmann, seconded by Mainz, and unanimously agreed to approve CH2M HILL to provide design services included in Amendment No. 7 for the R2E2 Project in the amount of \$1,366,308 for a total authorized amount of \$10,473,488 which includes the previously authorized contingency amount of \$827,925 under the authority of the Executive Director.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

01/22/14
Cont'd

PROCEEDINGS OF THE COMMISSION

8) **NEW Water year-end safety statistics.**

J. Klingbeil reported NEW Water had one more injury than last year so its statistics went up a little bit. Staff is taking active steps to reduce injuries, and NEW Water's goal over the next five years is to reduce its total recordable incident rate to zero. He stated NEW Water's experience modification rate has dropped to .78, which reduces workers' compensation premiums by 22%. NEW Water saved \$7,000 in workers' compensation premiums in 2013. He stated NEW Water is now tracking and reporting near-misses, and the increase in safety awareness has decreased the severity of injuries.

Commissioner Mainz asked if the recordables NEW Water reports are the same as industry average. J. Klingbeil replied yes. Recordables are anything that needs medical treatment beyond first aid.

Commissioner Hasselblad stated that saving money is great, but the safety of NEW Water employees is most important.

Commissioner Hoffmann asked if NEW Water's near-misses have increased or if it is more stringent reporting. J. Klingbeil replied no. Employees are now encouraged to report near-misses to help staff put in place preventative measures.

T. Mainz asked how NEW Water compares to other wastewater treatment plants. J. Klingbeil replied the Safety Committee plans to distribute a statewide survey asking for that data as part of its 2014 goals.

9) **Update of projects:**

a) **Resource Recovery and Electrical Energy (R2E2)**

B. Angoli reported a kick-off meeting was held on January 21 with the manufacturer of the fluidized bed incinerator to go over the project. Staff is waiting for the first submittal to review on February 14. He stated on January 10 NEW Water received the centrifuge dewatering system pre-selection documents to review. He stated the biogas engine/generation system pre-selection documents were received on January 20. He stated the primary electrical substation document is at 90% review. The bidding documents are scheduled to go out in February, and staff plans to request award of the project at the March Commission meeting.

Commissioner Mainz asked who will design the substation. B. Angoli replied AECOM will do the design work, and the consultant and NEW Water have been working with Wisconsin Public Service on the changes.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

01/22/14
Cont'd

PROCEEDINGS OF THE COMMISSION

b) De Pere Facility UV Disinfection System Expansion

B. Brown reported the project is progressing as planned with minimal surprises. He stated most of the work has been on the modification to the concrete structure. He stated work on the building should begin next week.

10) Operation report:

- a) Effluent quality for December**
- b) Air quality for December**

P. Wescott reported both facilities were in full compliance with effluent and air quality limits for December.

11) Executive Director's report:

- a) February Commission meeting**

The February Commission meeting will be held February 26, 2014 beginning at 8:30 a.m.

T. Sigmund reported Senator Cowles will be at the Jack Day Center on Friday, January 24, 2014, for a press conference on the Clean Waters, Healthy Economy Act, which is a bill three Wisconsin lawmakers plan to present to the legislature for consideration this year.

There being no further business to come before the Commission, the meeting adjourned at 10:13 a.m.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

Secretary