

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held July 22, 2015.

PRESENT: Commissioners Hasselblad, Blumreich, and Hoffmann

EXCUSED: Commissioners Mainz and Tumpach

ALSO PRESENT: T. Sigmund, P. Kaster, P. Wescott, N. Qualls, B. Angoli, T. Brown, B. Hafs, L. Sarau, T. Garrison, J. Smudde, B. Vander Loop, M. Erschnig, J. Klingbeil, M. Urbancic, J. Czapinski, R. Krause, J. Nicks–Legal Counsel; K. Heimerman–Schenck SC; M. Heckenlaible–City of Green Bay

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

1) Safety moment.

T. Sigmund provided some safety tips on proper use of ladders. He stated a four to one ratio is recommended to ensure a proper ladder angle.

2) 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) **Claims related to West Tower Drive Interceptor failure**
- b) **Negotiations regarding revisions to WPDES Permit**
- c) **Negotiations with Brown County regarding Household Hazardous Waste Facility agreement**

Motion #15-042

It was moved by Hoffmann, seconded by Blumreich, 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.

3) Reconvene in open session.

Motion #15-043

It was moved by Blumreich, seconded by Hoffmann, and unanimously agreed to reconvene in open session.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/22/15
Cont'd

PROCEEDINGS OF THE COMMISSION

- a) **Request Commission approval of Settlement Agreement with Wisconsin Department of Natural Resources regarding proposed modification of GBMSD Wisconsin Pollution Discharge Elimination System Permit.**

Motion #15-044

It was moved by Blumreich, seconded by Hoffmann, and unanimously agreed to approve the Settlement Agreement with Wisconsin Department of Natural Resources (WDNR) regarding proposed modification of GBMSD Wisconsin Pollution Discharge Elimination System (WPDES) Permit.

7) Update of projects:

a) Wisconsin Pollutant Discharge Elimination System Permit Compliance Reports

P. Wescott reported the WDNR issued a combined wastewater discharge permit for NEW Water's, the brand of the Green Bay Metropolitan Sewerage District, De Pere and Green Bay facilities, which became effective July 1, 2014 through June 30, 2019. He stated the WPDES permit contains a number of compliance actions that must be completed. The first required action item, completion of an Initial Operational Evaluation Report (OER), was due June 30, 2015, and was completed by a cross-section team of NEW Water and Donohue & Associates staff. He stated the objective of the report was to evaluate NEW Water's performance over the last couple of years, look for source reduction opportunities, and identify process improvements through minor facility modification.

P. Wescott reported the team looked at 15 different optimization items for phosphorus, which were narrowed down to 7. The team also looked at total suspended solids and came up with 10 optimization items, which were then narrowed down to 6. He stated the team presented the information to the WDNR and the feedback received was incorporated into the submitted report, which was completed prior to the June 30 deadline. He stated no feedback has been received from the WDNR on the report; however, the team has worked closely with the WDNR and did not anticipate much feedback on the report. He stated a timeline has been established on a number of implementation items the team is working on, which are mostly low-cost items. He stated a series of reports required by the permit will be completed.

4) June Financials.

K. Heimerman reported total operating revenues for the month of June were favorable to budget by 18% or \$473,000, mainly due to other revenues from septage and higher than budgeted wastewater flow volumes. Year-to-date, total operating revenues were favorable to budget by 3% or \$568,000. She reported total operating expenses for the month of June were favorable to budget by 14% or \$246,000 due to lower expenditures than budgeted from contracted services, chemicals, and interceptor maintenance.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/22/15
Cont'd

PROCEEDINGS OF THE COMMISSION

K. Heimerman stated year-to-date, total operating expenses were favorable to budget by 8% or \$739,000, mainly due to salaries and benefits from vacant position, with only one vacant position in June.

5) Request Commission approval to award the Green Bay Facility Disinfection System Upgrades Project #14-040-CO to J.F. Ahern Co.

L. Sarau reported the Green Bay Facility Disinfection System Upgrades Project consists of the demolition and replacement of the existing disinfection, dechlorination, and chemical feed systems. Two bids were received and opened on June 25. She stated JF Ahern Co. was the apparent low bidder with a lump sum of \$1,360,000, and August Winter & Sons, Inc. was the highest bidder with a lump sum price of \$1,708,900. She stated both bids came in under the engineer's estimate of \$2,200,000. Three allowances were included in the lump sum prices: unsuitable foundation found in the trenches for piping, a project soils engineer, and a natural gas service to the dechlorination building.

Commission Blumreich asked why only two bids were received. L. Sarau replied some subcontractors may not have submitted a bid since Contract 34 has already been awarded. She stated both of the received bidders are subcontractors under Contract 34. She stated the bids came in under estimate because they already have the workers here and are familiar with NEW Water's facilities.

Motion #15-045

It was moved by Hoffmann, seconded by Blumreich, and unanimously agreed to award the Green Bay Facility Disinfection System Upgrades Contract No. #14-040-CO to J.F. Ahern Co. in the amount of \$1,360,000 and a 10% contingency of \$136,000 under the authority of the Executive Director for a total amount of \$1,496,000.

6) NEW Water 2015 biannual safety statistics update.

J. Klingbeil stated this update is in response to the Commission's request to have a biannually review of safety statistics and audits. He reported one recordable injury has occurred in 2015, and NEW Water's goal is zero recordable injuries. He reviewed the OSHA Facility Compliance Review and the ErgoFactor Job Analyses.

Commissioner Blumreich stated NEW Water's safety statistics were incredibly low, and he commended Jeremy Klingbeil for such low numbers.

Commissioner Hasselblad asked if the employee lost time off of work due to the injury. J. Klingbeil reported no.

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/22/15
Cont'd

PROCEEDINGS OF THE COMMISSION

J. Klingbeil stated NEW Water's vision of the safety program is to prevent, protect, and promote. He stated a return-to-work program has been looked at by Human Resources, Safety Department, and multiple division managers.

Commissioner Hasselblad stated this was the most thorough safety audit she has ever received and commended Jeremy Klingbeil for a job well done.

8) Operation Report:

a) Effluent quality for June

P. Wescott reported both facilities were in full compliance with effluent quality limits for the month of June. He stated performance records were established at the De Pere Facility.

b) Air quality for June

P. Wescott reported the Green Bay Facility was in full compliance with all air quality limits for the month of June. There was one event in the month that resulted in a "Deviation Notification" submittal to the WDNR.

9) Draft 2016 NEW Water budget review.

T. Sigmund reported staff has been working on the 2016 budget since March 2015. Staff anticipates the budget to be 95% complete at the first Commission Budget Workshop in August. He stated the budget will not be 100% complete due to some numbers coming in later in the year, including health insurance. Staff will be requesting Commission approval of an additional staff position, Risk Based Asset Coordinator, which will be part of the Maintenance Department.

10) Executive Director's report:

a) August Commission meeting

The August Commission meeting will be held on Wednesday, August 26, 2015, beginning at 8:30 a.m.

b) NEW Water 2014 Annual Report

A copy of the 2014 Annual Report was provided to the Commission.

c) NACWA Excellence in Management Gold Recognition Award

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

7/22/15
Cont'd

PROCEEDINGS OF THE COMMISSION

NACWA selected NEW Water to receive an Excellence in Management Gold Recognition Award. NEW Water is very proud that its staff has earned this honor, especially since very few utilities qualify at this level.

d) NACWA Peak Performance Platinum 12 Award and Gold Award

NEW Water has received a NACWA Peak Performance Platinum 12 Award for 12 consecutive years of 100% permit compliance at its Green Bay Facility, and a Gold Award for three consecutive years of 100% permit compliance at its De Pere Facility. These awards are testament to the great work achieved by all NEW Water staff.

e) NACWA Board of Directors

T. Sigmund has been elected as an at-large Director to the NACWA Board of Directors. The appointment is for three years.

f) Madison Metropolitan Sewerage District Governance changes

The governance laws for the Madison Metropolitan Sewerage District have changed due to the State of Wisconsin Biennial Budget signed by Governor Walker on July 12. The new laws do not affect NEW Water and its governance.

g) R2E2 Groundbreaking Ceremony

The R2E2 Groundbreaking Ceremony will be held on Tuesday, August 25, 2015, at 9:30 a.m.

h) Annual customer luncheon

NEW Water held its annual customer luncheon on Friday, July 17, to continue to inform and communicate with its customers.

i) WPS solar opportunity

The Wisconsin Public Service will be funding a program to provide, install, and fund the maintenance of solar photovoltaic power systems at government or non-profit buildings. NEW Water intends to apply for this program later this year.

7/22/15
Cont'd

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

PROCEEDINGS OF THE COMMISSION

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

GREEN BAY METROPOLITAN SEWERAGE DISTRICT

Secretary