

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on September 23, 2020.

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

ALSO PRESENT: T. Sigmund, P. Wescott, N. Qualls, B. Vander Loop, J. Smudde, T. Brown, B. Weller-Titus, L. Sarau, B. Brown, B. Angoli, P. Mentink, A. Butry, B. Oldenburg, J. Maas, B. Bartel, P. Smits, S. Thieszen, T. Garrison, E. Houghton, M. Schmidt, J. Becken, J. Kehring, N. Agamaite, J. Van Sistine, J. Smies–Legal Counsel; S. Dettmann and P. Glynn–Carlson Dettmann Consulting; P. Boersma–Black & Veatch

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

1) Safety moment.

T. Sigmund stated September is preparedness month. Disasters can strike without warning and knowing what to do in an emergency can make a difference between life and death. ReadyWisconsin.wi.gov offers resources in developing a plan. A plan should focus on how to safely exit your home, office, or school; identify meeting places; and knowing how to communicate if you are separated.

Commissioner Hasselblad stated the Commission packet is excellently put together with the detail and rationale for the requests. She is impressed with NEW Water, the brand of the Green Bay Metropolitan Sewerage District, staff each month in terms of the agenda. Thank you everyone.

2) Request Commission approval of the 2021 salary market adjustment.

T. Brown introduced Scott Dettmann and Patrick Glynn from Carlson Dettmann Consulting, who will provide detail for the 2021 salary market recommendation. This was a mini survey year. The last comprehensive survey was done in 2018, and the next one is scheduled in 2021. In the first paragraph of the memo, the 2020 mini survey should have been 2019 mini survey resulting in a 2.2% adjustment.

S. Dettmann stated that Carlson Dettmann Consulting takes a multiple source approach, uses national data, gathers its own regional data, and conducts a mini or custom survey for NEW Water of wastewater districts to see what increases have been implemented over the past 12 months, as well as what is anticipated going forward. He reviewed the data collected on a national perspective. A regional survey was conducted in the upper Midwest, and 135 organizations responded. He reviewed the structure adjustments for the public and private sector from the upper Midwest, Wisconsin, wastewater districts, and four local municipalities.

Commissioner Hasselblad stated as she looked at the numbers, particularly the wastewater treatment plants, how many of those districts implemented a new pay policy with guidance as opposed to picking a random number. S. Dettmann replied that he does not know.

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T. Sigmund asked Scott Dettmann what he is seeing with wastewater utilities in Madison, Milwaukee, and Racine. S. Dettmann replied Racine is at 2%, Milwaukee is 1.5%, and Madison does not know yet. Madison tends to follow what the City and Dane County does, which is usually larger numbers.

S. Dettmann stated the recommendation Carlson Dettmann has made is 1.2%.

Commissioner Hasselblad asked if the Commission approves the 1.2% as recommended, do you think it protects the organization and keeps good employees. T. Sigmund replied NEW Water's goal has always been to keep the control point at market to allow employees to progress through their pay grade and get above market through performance. The 1.2% moves all pay ranges. NEW Water has a lot of STEM positions, and history has shown that when detailed surveys are conducted, increases are potentially holding at control point and is not across the board. He stated with the control point at market and NEW Water's good reputation, culture, and benefit package, NEW Water is able to attract and retain good employees for this organization.

T. Brown replied through performance, employees have an opportunity for a merit adjustment in addition to a market adjustment. The Executive Team reviews information from performance evaluations, and there is a merit component.

Motion #20-072

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to adjust ranges for pay grades 5 through 17 by 1.2% based on the consultant's recommendation.

On behalf of the Commission, Commissioner Hasselblad thanked Scott Dettmann for all the work he has done and the patience he has shown. He has been an excellent consultant. S. Dettmann thanked the Commission, and stated that he values this relationship. His skills have been sharpened through his interaction, and at the end of this year it will be 20 years.

3) 2021 Budget workshop.

T. Sigmund reviewed the draft 2021 budget, as follows:

- 2021 Proposed Expenses
- 2021 Operations & Maintenance (O&M) Expenses
- 2021 Budget Changes Since August Workshop
- 2021 Revenue
- Municipal Rate Comparison
- 2021 Budget Summary

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B. Vander Loop reviewed two scenarios developed from the strategic financial planning model that addresses funding requirements for the Capital Improvement Plan, O&M, and Debt Service. Scenario 1 reflects a 4% increase in revenue requirements, which would be collected through the rates, fixed charges, and offsets from reserves. Scenario 1 reduces the balances in the Plant Capital Replacement Reserve for a few years, and would require significant revenue increases in 2025 and 2026. Scenario 2 reflects a 7% stable annual revenue increase over the forecast period, and would not deplete the Plant Capital Replacement Reserve. Scenario 2 provides steady and stable revenue increases to customers, and also provides some flexibility to deal with the uncertainty of project costs from year to year.

Commissioner Blumreich questioned the 1% revenue increase related to sewer service area growth, and asked staff to remove the 1% revenue increase from both scenarios to get a true cost without any volume increase. B. Vander Loop replied that staff will run the scenarios.

Commissioner Mainz asked what staff used as the constant number for capital replacement. B. Vander Loop replied the constant number for annual capital was about \$1,800,000.

Commissioner Mainz asked if that amount should be increased due to new equipment. T. Sigmund replied the new equipment will be maintained through renewal and replacement through O&M, annual capital, and eventually larger projects will be done through Debt Service. The annual capital component is specific to capital projects paid in cash; the rest is debt financed.

Commissioner Mainz asked how do NEW Water customers feel about collecting money for the future. T. Sigmund replied customers want NEW Water to be a good steward of their money, and they do not like significant rate increases. NEW Water is collecting money in a prudent manner.

- 4) **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 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) **Discussion of negotiation strategy concerning a potential industrial customer**
 - b) **Litigation involving Bayview Interceptor**
 - c) **Potential litigation resulting from the failure of the granulated activated carbon system of the fluidized bed incinerator**

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Motion #20-073

It was moved by Blumreich, seconded by Tumpach, 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 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.

5) Reconvene in open session.

Motion #20-074

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

6) Approval of minutes of Commission meeting held August 26, 2020.

Motion #20-075

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to approve the August 26, 2020 minutes as distributed.

7) August financials.

B. Weller-Titus reported August's operating revenues were favorable to budget by \$252,000 or 8% from additional BOD and TSS loadings. Year to date total operating revenues were favorable to budget by \$1,700,000 or 6% from precipitation and BOD loadings.

B. Weller-Titus reported August's operating expenses were favorable to budget by \$147,000 or 8% from less expenditures in solid waste disposal, contracted services, and natural gas. August's operating expenses with unfavorable results had more expenditures in plant maintenance, power, and chemicals. Year to date total operating expenses were favorable to budget by \$112,000 or 0.7% from less expenditures in contracted services and interceptor maintenance. Unfavorable results were from power, plant maintenance, and chemicals. Net income for the month of August was \$314,000, and year to date was \$3,700,000.

8) Request Commission approval to abate the tax levy for 2021.

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B. Weller-Titus stated each year by October 1st staff determines whether to levy the rates through taxes based on funds available in the debt service reserve. The tax levy has not been done since 1977. NEW Water will have sufficient funds on hand to support all debt service requirements for 2021 as of October 1, 2020 from rate collection, offsets, and transfers. She requested Commission approval to abate the tax levy for 2021.

Motion #20-076

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to abate the tax levy for 2021.

9) Request Commission approval of the 2021 health insurance plan and premium sharing.

T. Brown stated the memo in the Commission packet outlined the process and renewal information, comparative data, and recommendation. She stated that 79 employees are currently enrolled in three of the four state qualified plans with the majority enrolled in Dean Health Insurance – Prevea360, which is the lowest cost provider. The opt-out incentive program was implemented in 2017. The opt-out program started with 11 employees, and currently 21 employees are utilizing the opt-out program. Staff plans to offer the opt-out program in 2021.

Commissioner Hasselblad asked if employees choosing the opt-out program are because a spouse works elsewhere or are employees taking a chance to go without insurance. T. Brown replied employees are required to have health insurance. To be eligible for the opt-out program, employees must sign an attestation that they have other coverage.

T. Brown stated Dean Health Insurance – Prevea360 is the lowest cost plan for 2021. She reviewed the Wisconsin Public Employers Local Deductible Plan and High Deductible Health Plan (HDHP) available in Brown County. Staff is recommending to continue with an 85%/15% cost share that was implemented in 2017. The premium difference between the Local Deductible Plan and HDHP has been static. She reviewed the historical summary of both plans.

Commissioner Hasselblad stated there is a further risk that individuals would not use medical care due to the cost, as well as a health and wellness impact.

T. Brown stated the 2021 employer and employee premium share for a family plan is the same as it was in 2018. State employees can make the choice of which plan to take, but for local governments the municipality makes the choice. She stated that based on the information provided in the memo, staff is recommending to continue with the \$500/\$1,000 Local Deductible Plan and set NEW Water's health insurance premiums for single at \$622.50 per month and family \$1,529.26 per month.

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Commissioner Blumreich asked about the opt-out program. T. Brown replied the opt-out of a single plan is \$1,000, opt-out of a family plan is \$2,500, and if an employee is eligible for a family plan but enrolls in a single plan it is \$1,500.

Commissioner Mainz asked if spouses of NEW Water employees are required to take their plan. T. Brown replied no.

Motion #20-077

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to continue with the \$500/\$1,000 Local Deductible Plan program option offered through Wisconsin Public Employers and to set the NEW Water health insurance premium sharing at 85%/15% in 2021 for full-time employees, resulting in NEW Water contribution of \$622.50 per month for single plan coverage and \$1,529.26 per month for family plan coverage.

10) Request Commission approval to decline the optional payroll tax deferral as defined in President Trump's Executive Memorandum issued on August 8, 2020.

T. Brown stated that in early August an Executive Memorandum was signed by President Trump that provided deferment of payroll taxes in light of the COVID-19 pandemic, which is effective September 1 through December 31, 2020. Employees earning less than \$4,000 per pay period are eligible. After further consideration and speaking to legal counsel, staff is recommending NEW Water not implement the tax deferral due to the fact that employees would be subject to withholding the deferred taxes in addition to regular taxes in early 2021, potential risk to NEW Water if an employee would leave prior to having deferred taxes collected, and the administrative burden because the payroll system is not set up to make the change automatically.

Commissioner Blumreich asked if any employees have requested the deferral. T. Brown replied no, one person asked if employees would be required to do it.

Motion #20-078

It was moved by Blumreich, seconded by Mainz, and unanimously agreed to decline the optional payroll tax deferral as defined in President Trump's Executive Memorandum issued on August 8, 2020.

11) Request Commission approval for the addition of a third Lab Analyst I position beginning in January 2021 to the Laboratory & Research Department and the associated revision to the organizational chart pending approval of the 2021 Budget.

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B. Oldenburg stated there have been some significant changes in the laboratory over the last few years. The laboratory provides analytical services for seven internal customers and three external customers. The laboratory has seen significant increases in number of samples received, as well as analytes that have been requested. Instrumentation improvements and Wisconsin Department of Natural Resources (WDNR) recommendations have increased quality control samples coming into the metals, nutrients, and wet labs. Last year the Commission approved converting one Lab Analyst I position to a Lab Analyst II position, which has left a void in the wet lab. Over the last 10 years the laboratory has had three Lab Analyst I staff rotating in the wet lab, and now there is currently two.

B. Oldenburg reported over the last nine months there has been some turnover in the laboratory, which has added a training component. Then COVID-19 hit, and changes to staff's schedules were implemented. A limited term employee was hired in September and will work in the lab through June. He reviewed four options that staff developed on changes to the Laboratory & Research Department. He requested Commission approval to add a third Lab Analyst I position to provide resiliency in moving forward into the future.

Commissioner Hasselblad asked who the three external customers are. B. Oldenburg replied the University of Wisconsin-Green Bay, United States Geological Survey, and Procter & Gamble.

Commissioner Mainz asked how much NEW Water charges those customers for running samples. B. Oldenburg replied NEW Water has a specific price list that has been maintained for years, so it depends on what analyte they are requesting.

Commissioner Mainz asked if the list is updated with employee wages. B. Oldenburg replied the list is being updated now. Historically commercial laboratory costs were followed.

Commissioner Blumreich asked if the lab will be involved with COVID-19 testing. B. Oldenburg replied there is no plan at this time to provide COVID analysis in NEW Water's laboratory.

Motion #20-079

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to add a third Lab Analyst I position beginning in January 2021 to the Laboratory & Research Department and the associated revision to the organizational chart pending approval of the 2021 Budget. (See Commission File #20-003)

- 12) **Request Commission approval of the 2020 Green Bay Facility Perimeter Fence Replacement Project to American Fence Company to provide services in the amount of \$91,416.**

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A. Butry stated that staff is bringing forward to the Commission a proposal to replace the perimeter fence at the Green Bay Facility (GBF). NEW Water has had several incidents that have damaged the perimeter fence. NEW Water is a critical infrastructure to its community. In 2016 there was a business case analysis put together to forecast replacing this perimeter fence, and was added to the capital budget for 2020. Staff had originally budgeted \$141,000 for the fence; however, with some upcoming projects it does not make sense to replace the entire fence at this time. He reviewed a map of the GBF of the sections of fence that have already been replaced through R2E2 and Project Wolfpack, the section of fence that would be replaced, and the section of fence that will be replaced through the Clarifier Rehab Project. He also reviewed the type of fence that will replace the various sections of the current fence. He requested Commission approval to award the contract to American Fence Company located in the Fox Valley area at a total cost of \$91,416.

Commissioner Hasselblad asked how much protection does a six foot chain link fence provide and if staff has looked at other fencing that would provide greater security. A. Butry replied based on the business case analysis that was done and the hazard vulnerability assessment, staff looked at the chance of the risk versus the impact of the risk. The chance is relatively low. The fence provides the physical and visual deterrent, and NEW Water has other security measures in place.

Commissioner Mainz stated that this is overdue and we need to have great security. He asked when the fence will be replaced. A Butry replied this fall, with no laps in security.

Motion #20-080

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to approve the 2020 GBF Perimeter Fence Replacement Project to American Fence Company to provide services in the amount of \$83,106 and a 10% contingency of \$8,310 under the authority of the Executive Director for a total amount of \$91,416.

- 13) **Request Commission approval to enter into the Agreement for Purchase of Capacity in Dutchman Creek Interceptor Sewer – Ashwaubenon with the Village of Ashwaubenon and to authorize the Executive Director to sign the agreement, contingent upon approval by the Ashwaubenon Village Board.**

L. Sarau reported NEW Water is currently in construction on the Dutchman Creek Interceptor to rehabilitate certain segments and upgrade a certain segment to add capacity. The Dutchman Creek Interceptor serves the Villages of Ashwaubenon and Hobart. Last month the Commission approved the agreement with the Village of Hobart, which is similar to this agreement. The purpose of the agreement is to describe customer allocations and payment requirements in the Dutchman Creek Interceptor. The agreement was drafted by NEW Water legal counsel and reviewed by staff. The agreement was also reviewed by the Village of Ashwaubenon, and was approved last night at the Village of Ashwaubenon Board meeting.

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Staff is requesting Commission approval to enter into the Agreement for Purchase of Capacity in Dutchman Creek Interceptor Sewer – Ashwaubenon with the Village of Ashwaubenon and to authorize the Executive Director to sign the agreement, contingent upon approval by the Ashwaubenon Village Board.

Motion #20-081

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to enter into the Agreement for Purchase of Capacity in Dutchman Creek Interceptor Sewer – Ashwaubenon with the Village of Ashwaubenon and to authorize the Executive Director to sign the agreement, contingent upon approval by the Ashwaubenon Village Board.

- 14) Request Commission approval to enter into the Agreement for Continued Provision of Sewer Service to Scott Municipal Utility and to authorize the Executive Director to sign the agreement, contingent upon approval by the Scott Municipal Utility Commission.**

L. Sarau stated the Scott Municipality Utility was formed to consolidate four of NEW Water's previously existing customers. The agreement describes the Scott Municipal Utility formation, previous annexations of the four now dissolved sanitary districts, previous agreements with the four dissolved sanitary districts, and dissolution of the four previous sanitary districts. The agreement also includes current annexation limits with a legal description and current allocations for the Scott Municipal Utility through the NEW Water interceptor system. The agreement was drafted by NEW Water legal counsel and reviewed by staff. The agreement was reviewed by Scott Municipal Utility and was approved at its September 14, 2020 Commission meeting. Staff requested Commission approval to enter into the Agreement for Continued Provision of Sewer Service to Scott Municipal Utility and to authorize the Executive Director to sign the agreement, contingent upon approval by the Scott Municipal Utility Commission.

Motion #20-082

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to enter into the Agreement for Continued Provision of Sewer Service to Scott Municipal Utility and to authorize the Executive Director to sign the agreement, contingent upon approval by the Scott Municipal Utility Commission.

- 15) Request Commission approval to increase the project contingency in the amount of \$27,717 to fund the \$19,990 project contingency overrun and the \$7,727 of currently unbilled charges.**

P. Mentink stated that NEW Water staff has been working with Jacobs Engineering on submitting a Final Alternatives Plan to the WDNR, which has been completed. Two other components under this agreement were preparation of NEW Water's Adaptive Management (AM) Plan and apply for renewal of NEW Water's Wisconsin Pollutant Discharge Elimination Permit (WPDES).

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P. Mentink stated as work progressed there were a couple issues involving the AM Plan and the WPDES renewal process that resulted in a higher than anticipated level of assistance from Jacobs. As that work was identified, NEW Water staff did issue a couple amendments to the original project. Amendment No. 1 increased the project funding up to the previously approved contingency amount. Amendment No. 2 for project billings to date was approved, but staff inadvertently neglected to inform the Commission that additional monies were needed. There is also the most recent work completed through September 11, 2020 from Jacobs, which has not been billed yet. Since the project contingency has been used up, there is a project overrun resulting from Amendment No. 2 and a future billing. Staff is requesting Commission approval to increase the project contingency in the amount of \$27,717 to cover both Amendment No. 2 and future billing NEW Water is anticipating.

Motion #20-083

It was moved by Mainz, seconded by Blumreich, and unanimously agreed to increase the project contingency in the amount of \$27,717 to fund the \$19,990 project contingency overrun and the \$7,727 of currently unbilled charges.

16) Facility Plan update.

A Facility Plan update for the Green Bay and De Pere Facilities was provided, as follows:

B. Angoli reviewed the following:

- Agenda
- Flow and Loading Development

N. Qualls reviewed the following:

- Population Estimates
- GBF and De Pere Facility (DPF) Projection of Future Average Flows
- Hydraulic Bottlenecks – GBF
- Hydraulic Bottlenecks – DPF
- Regulatory Drivers
- Infrastructure Gap Analysis
- GBF Unit Process Review
- DPF Unit Process Review
- 50-Year Vision
- Two Treatment Facilities: Pros and Cons
- DPF Operations and Maintenance Attention

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- De Pere Long Term Vision
- Multi-attribute Utility Analysis
- Next Steps

Commissioner Mainz asked about equitability. N. Qualls replied it is a complex issue and it is going to be one of the biggest issues the Inflow and Infiltration Stakeholder Advisory Group will have to deal with.

Commissioner Hasselblad stated planning documents are always based on assumptions and sometime those assumptions do not come to pass. She urged everyone to keep contingency plans in their back pocket due to disruptive events. Thank you staff on your good work on this.

17) Update of projects:

a) Contract 35 Solids Building 300 Demolition

B. Angoli reported Contract 35 demolition project is moving along well. Waiting for the equipment to arrive for the gravity thickeners.

b) Effluent Reuse Pump Station and Force Main

B. Angoli reported there are no major issues with this project. There is a delay in delivery of some electrical equipment, which will delay startup for Green Bay Packaging.

c) Bayview Interceptor Replacement

P. Mentink reported that on Monday the contractor was able to advance the recovery casing up to the first stuck machine and was able to recover and remove the machine. A preliminary inspection was done and the machine will be sent back to the shop to be reconditioned before completing the tunneling process. The contractor will continue to advance the 84" recovery casing across to intersect the other machine. He stated soil samples were taken, and Brown and Caldwell is having its geotech review and conduct independent testing.

d) Dutchman Creek Interceptor Rehabilitation

B. Brown reported this is the first progress report for the Dutchman Creek Interceptor Rehabilitation Project. The construction contract was approved at the January Commission meeting, and staff is expecting it to be challenging work. The Dutchman Creek corridor is susceptible to flooding issues, so the contractor planned work during fall and winter seasons due to better manage those concerns. Site clearing north of Hansen Road was completed in August.

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B. Brown reported work started near the Highway 172/41 interchange and will continue to the south. By the end of this reporting period the clearing work was progressing towards Circle Drive.

e) De Pere Facility Solids Building Demolition

B. Brown reported this is also the first progress report on the DPF Solids Building Demolition Project. This contract was approved at the May Commission meeting. The contractor, Brandenburg, is highly motivated to keep the work moving, though it took NEW Water about two months to coordinate remediation of painted concrete and asbestos material before Brandenburg could get started. There was some concern expressed at the May Commission meeting that the remediation could become more involved. The work is now done and costs have stayed within the approved budget. Most project work should be completed by end of this year.

18) August 2020 Operations report.

P. Wescott reported both facilities were in compliance with all effluent limits for the month of August. The GBF was in full compliance with air quality limits.

P. Wescott reported NEW Water had reliable operation on one of its biogas engines generating almost 1,500 megawatt hours of electricity for the month of August. The high strength waste program has done very well. NEW Water received over 2,200,000 gallons of high strength waste for the month of August. There was a planned incinerator outage at the end of August, which gave staff the opportunity to plan for the unit to be shut down, schedule landfilling of sludge, and line up contractors to get into the incineration process and extract the bed material, inspect and repair refractory, etc. It took approximately 2½ weeks and went very well. Considerable time is needed with cooling the unit down and warming it up slowly.

19) Executive Director's report:

a) October Commission meeting

The October Commission meeting will be held on Wednesday, October 28, 2020, beginning at 8:30 a.m. via Zoom videoconference. Camera Corner will be doing some work in the Dan Alesch Training Center around September 10, 2020, so NEW Water will have the capability to accommodate staff for a meeting at some point.

b) Ryan Gardner accepted the Maintenance Mechanic Apprenticeship position

Congratulations to Ryan Gardner who started out in Treatment, became the Maintenance Utility Worker, and has accepted the Maintenance Mechanic Apprenticeship position.

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c) Matt Pamperin accepted the Electrical & Instrumentation Apprentice position

Congratulations to Matt Pamperin who was a Treatment Operator, and has accepted the Electrical & Instrumentation Apprentice position. He will start his new position at the end of this year to allow for transition in Treatment.

Commissioner Blumreich stated that this proves the value of the Operator-In-Training program.

d) COVID-19 paid leave statistics

Update on the COVID-19 paid leave statistics was provided in the Commission packet.

e) NEW Water receives recognition from the National Association of Clean Water Agencies

NEW Water was notified by the National Association of Clean Water Agencies that it received two Platinum Peak Awards for 17 years of 100% consecutive permit compliance at the GBF and eight consecutive years at the DPF. NEW Water will be acknowledged during a virtual Awards Ceremony on October 28, 2020. It is important that NEW Water staff do their jobs and do them well.

f) NEW Water's 2021 experience modification factor

An insurance provider looks at cost for providing workers compensation and makes adjustments to the modification factor. Due to NEW Water managing its costs and injuries over the last three years, its modification factor is going to drop, which will result in significant savings.

Commissioner Mainz asked if staff has looked at ultraviolet light or charcoal filters for the discharge of air into the facility, especially the conference room and administration building. T. Sigmund replied no, that staff will look into it. P. Smits added that NEW Water has used Purafil on all air handling units, which is similar to a charcoal filter.

There being no further business to come before the Commission, the meeting adjourned at 11:26 a.m.

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Secretary