

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held via Zoom videoconference on July 22, 2020.

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

ALSO PRESENT: T. Sigmund, P. Wescott, N. Qualls, B. Vander Loop, T. Brown, B. Weller-Titus, L. Sarau, B. Angoli, P. Mentink, B. Bartel, B. Oldenburg, P. Smits, S. Thieszen, T. Garrison, E. Houghton, J. Van Sistine, J. Smies–Legal Counsel; M. Steppe and P. Hoeft–Nicolet National Bank

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

1) Safety moment.

T. Sigmund provided myths and facts about summer safety and natural remedies for sun burn.

2) Nicolet National Bank economic and financial market update.

B. Vander Loop introduced Peter Hoeft and Mike Steppe from Nicolet National Bank, who will provide a bi-annual financial update on NEW Water's, the brand of the Green Bay Metropolitan Sewerage District, investments.

M. Steppe provided an economic and financial market update, as follows:

- Economic Environment
- Fixed Income Markets
- Portfolio Holdings
- Portfolio Performance

The Commission thanked him for the update.

- 3) 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 #20-057

It was moved by Blumreich, seconded by Mainz, 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.

4) Reconvene in open session.

Motion #20-058

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

5) Approval of minutes of Commission meeting held June 24, 2020.

Motion #20-059

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to approve the June 24, 2020 minutes as distributed.

6) June financials.

B. Weller-Titus reported June's operating revenues were favorable to budget by \$230,000 or 7% from additional flow volume and BOD and TSS loadings. Year to date total operating revenues were favorable to budget by \$1,200,000 or 6% from additional flow volume and BOD loadings.

B. Weller-Titus reported June's operating expenses were favorable to budget by \$326,000 or 16% from less expenditures in contracted services, plant maintenance, interceptor maintenance, and solid waste disposal. June's operating expenses with unfavorable results had more expenditures in chemicals and power. Year to date total operating expenses were unfavorable to budget by (\$252,000) or (2%) due to more expenditures in solid waste disposal, plant maintenance, chemicals, and power. Net income for the month of June was \$493,000, and year to date was \$2,900,000.

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Commission Blumreich asked if June was a normal month for power production and if this is what staff projects to see for the remainder of the year. P. Wescott replied that staff did forecast direct load control in the 2020 budget, but the program expired at the end of last year so NEW Water will incur additional costs each month for power versus budgeted projections. He stated as of today, both bio-gas engines are up and running so power generation will be different for July as compared to June.

7) Sewer plan approvals:

a) Village of Howard Project No. 20001-S; GBMSD Request #2020-17

B. Angoli stated the Village of Howard is requesting 2,528 feet of 15-inch PVC sanitary sewer in Sanitary Easement A, 1,817 feet of 8-inch PVC sanitary sewer in Sanitary Easement A, 1,388 feet of 12-inch PVC sanitary sewer in Sanitary Easement B, 3,839 feet of 8-inch PVC sanitary sewer within the right-of-way of Evergreen Avenue, 575 feet of 8-inch PVC sanitary sewer within the right-of-way of Marley Street, 87 feet of 8-inch PVC sanitary sewer within the right-of-way of Millwood Court, 47 feet of 8-inch PVC sanitary sewer within future road stub, 110 feet of 8-inch PVC sanitary sewer within the right-of-way of Connection Road, and 78 feet of 15-inch PVC sanitary sewer within the right-of-way of Shawano Avenue. Flow would be tributary to the Bayview Interceptor.

b) City of De Pere 2020 Project; GBMSD Request #2020-18

B. Angoli stated the City of De Pere is requesting an amendment to its original 2020 capital projects list to include the addition of a project for a future sanitary adjustment from the existing end of Commerce Drive south to Rockland Road. This is a unique request because there are two different development alternatives. The first alternative is to extend sanitary sewer from the existing end of Commerce Drive south to Rockland Road. This alternative will serve the areas shown in both Option A and Option B on the attached map. In order for this alternative to move forward, the City of De Pere is conducting a wetland delineation project to determine what permitting might be required to construct the sanitary sewer through the Option A area. Another obstacle to extending the sewer through Option A is that a sewer service area amendment should be modified with Brown County because there are a couple existing parcels from previous annexations that need to be included now in this service area.

The City of De Pere will determine which option to move forward with. Any sewer extensions not covered under this approval will require individual Commission approval. Flow would be tributary to the Southeast Interceptor.

Staff recommends approval of the Village of Howard and City of De Pere sewer plans that are served within NEW Water subject to approval by Brown County Planning and final approval by Wisconsin Department of Natural Resources (WDNR). The City of De Pere approval is subject to staff's technical review.

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Commissioner Hasselblad asked if Option A would delay the project. B. Angoli replied there is a potential to get approval through the wetland area, but it could delay the project. The City of De Pere has some businesses looking at development under Option B.

Commissioner Mainz asked who owns the property. B. Angoli replied the City of De Pere owns the property.

Motion #20-060

It was moved by Blumreich, seconded by Tumpach, and unanimously agreed to approve the Village of Howard and City of De Pere sewer plans subject to favorable approval recommendations from Brown County Planning and final approval by the WDNR.

8) Gravity thickening improvements update.

N. Qualls stated that post R2E2 Project there have been some ongoing challenges with the thickening process. The centrifuge that was purchased is not adequate for primary sludge thickening. The centrifuge has been taken out of service for primary sludge and devoted it towards waste activated sludge. In order to help manage capacity, grease, and ragging issues, staff put back into service two gravity thickeners. This has helped; however, having only two gravity thickeners is capacity limited. Last month the Commission approved the purchase of two new thickened sludge pumps to devote towards gravity thickeners 3 and 4. Staff has evaluated a couple of alternatives on how to proceed with getting gravity thickeners 3 and 4 up and running. Staff determined that the cost benefit to proceed with improvements under a change order under the R2E2 Project Contract 35 outweigh any benefit of doing a stand-alone bid project.

Given the time sensitivity of this project and the ability to get it done at a lower cost, staff recommends that NEW Water proceeds with a change order under Contract 35 to install the purchased pumps and additional piping required. Staff feels with this approach, the work will be completed in December 2020. Staff will request Commission approval of the change order at a subsequent meeting.

Commissioner Hasselblad asked what happened with the samples taken during the design phase to the samples taken at startup. N. Qualls replied it is likely the sampling didn't cover the range of conditions that were actually present. From a process or wastewater standpoint, he did not think that things would have changed that drastically.

Commissioner Blumreich questioned if this was a design deficiency, and NEW Water would have likely incurred this cost even if it was caught upfront with the project. N. Qualls replied yes. If staff would have understood that gravity thickening would still be needed, NEW Water would have had to invest in pumping and piping around the gravity thickeners.

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9) Inflow and Infiltration update.

L. Sarau provided an update on efforts on Inflow and infiltration (I&I), as follows:

- What is Inflow and Infiltration
- Inflow and Infiltration – How it impacts NEW Water
- Background Information
- Wet Weather Flow
- I&I Stakeholder Advisory Group
- I&I Stakeholder Advisory Group – Survey
- Why Engage a Consultant
- Next Steps

Commissioner Hasselblad asked if there are any utilities that fine their customers for additional I&I. L. Sarau replied that there are utilities that penalize their customers, but she is not aware of any in Wisconsin. This question will be addressed in the work being sought by the request for proposals.

Commissioner Hasselblad asked if staff knows where the primary I&I is coming from. N. Qualls replied from everywhere. There are hotspots, which are areas of concern, and we need to find the hotspots and fix them.

Commissioner Blumreich stated that NEW Water has good representation on the Stakeholder Advisory Group (SAG). What involvement do the other areas have that NEW Water serves that are not represented on SAG? N. Qualls replied NEW Water will need to keep all of its customers informed on what feedback is received from SAG and inform them during the decision-making process.

Commissioner Mainz asked where do you get the money for I&I. N. Qualls replied that NEW Water customers are challenged with getting the money to repair aging infrastructure. NEW Water needs to figure out what its role is in this.

Commissioner Mainz asked if there is grant money available for this. N. Qualls replied that he is not aware of any grants for I&I reduction efforts.

10) Update of projects:

a) Project Updates Summary

N. Qualls stated a summary was provided in the Commission packet. Staff continues to work towards closure of the R2E2 Project. Issues with gravity thickening have delayed Contract 35. A number of future construction projects are currently in various stages. The Tertiary Filtration & Service Water Project is under design and will have its first workshop soon.

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b) Contract 35 Solids Building 300 Demolition

B. Angoli reported Contract 35 is moving along well. There will be some delays in the project due to the addition of work change directives for pumping and piping changes to gravity thickeners 3 and 4, and addition of grease filter to odorous air system. The original substantial completion in August will be delayed to potentially November or December for completion.

c) Effluent Reuse Pump Station and Force Main

B. Angoli reported the Effluent Reuse Pump Station and Force Main Project is moving along well. The directional drilling contractor has completed pulling the pipeline in place and pressure testing. Contractor is working on the valve vault construction at the Green Bay Packaging site and placement of underground piping for the solids building to the valve vault location on the Green Bay plant site. Contractor will start work on placement of force main pumps and construction on electrical room.

Commission Hasselblad stated that in both projects none of the authorized contingency has been used. Nice work.

d) De Pere Facility Electrical Distribution and Emergency Generator

P. Mentink reported the De Pere Facility Electrical Distribution and Emergency Generator Project is entering the final stages of the project. Construction is substantially complete. The contractor is completing punch line items and general clean-up of the site. One main piece of work to complete is site restoration. With the rain and wet weather it has been challenging for the contractor to complete. In the next couple of weeks the contractor will complete the punch list items and to schedule a complete test of the facility, including a black start of the entire facility. The temporary items that have lead up with the last incident have been removed. NEW Water is running on the new system.

e) Bayview Interceptor Replacement

P. Mentink reported the contractor has started recovery of the tunneling machines. The contractor has completed some prep work including switching out some of the equipment down in the pits and soil stabilization. The contractor has pushed in about 20 feet of the recovery casing. The contractor is proceeding cautiously.

Commissioner Mainz asked how much pipe needs to be pushed in. P. Mentink replied the contractor needs to push 160 feet of pipe from the east side. The contractor is anticipating about four weeks to get the first machine out.

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11) June 2020 Operations report.

P. Wescott reported both facilities were in full compliance with all effluent limits for the month of June. The De Pere Facility tied several performance records for Total Suspended Solids. The Green Bay Facility tied a performance record for Ammonia for average daily concentration.

P. Wescott reported the Green Bay Facility was in compliance with air quality limits. NEW Water continues discussions with the Environmental Protection Agency on the granular activated carbon adsorber failure. The Green Bay Facility generated 1,466 megawatts of electricity. Both bio-gas engines are operational. NEW Water utilized 98.4% onsite bio-gas. NEW Water received a little over 2,000,000 gallons of high strength waste for the month of June.

12) Draft 2021 NEW Water budget review.

T. Sigmund stated a budget workshop with more detail and refinement of the numbers will be held at the August Commission meeting. He reviewed the budgeted 2020 expenses, estimated 2021 expenses, and next steps.

13) Executive Director's report:

a) August Commission meeting

The August Commission meeting will be held on Wednesday, August 26, 2020, beginning at 8:30 a.m. The meeting will be held via Zoom videoconference.

b) COVID-19 paid leave statistics

The memo in the Commission packet provided the current utilization of COVID-19 paid leave.

c) COVID-19 response update

The COVID-19 Focus Group continues to monitor the situation and what is happening in the county, state, and nationally.

Commission Mainz asked if staff is keeping a running total of the costs due to COVID-19. T. Sigmund replied yes.

Commissioner Hasselblad stated that staff should capture the approach, mitigation, and cost of COVID-19 in the event we go through another one of these.

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d) NEW Water receives Goal Achiever Award from U.S. Department of Energy

NEW Water received the Goal Achiever Award from the U.S. Department of Energy through its Better Plants program.

e) NEW Water receives Wisconsin Coastal Management Program grant

NEW Water teamed up to receive a \$52,000 grant to help develop an East River Resiliency Plan.

Commissioner Hasselblad asked if staff has received any results from the samples NEW Water provided to the University of Wisconsin-Milwaukee. B. Bartel replied the university has started analyzing the samples, but NEW Water has not received any results. T. Sigmund stated that staff will share the information once received.

There being no further business to come before the Commission, the meeting adjourned at 10:14 a.m.

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Secretary