



# **MINUTES OF THE WATER COMMISSION**

**MONDAY, APRIL 8, 2019, 8:30 AM  
GREEN BAY WATER UTILITY  
631 S Adams St**

## **A. ROLL CALL.**

Commissioners Present: James Blumreich, John Heugel, Doug Martin, Lisa Bauer-Lotto, Joe Moore;  
Absent: Kathryn Hasselblad-Pascale.

Other: Alderwomen Lefebvre, Utility Staff

## **B. APPROVAL OF THE AGENDA.**

Motion by Moore, second by Martin, to approve Agenda as establish. Passed unanimously.

## **C. APPROVAL OF MINUTES.**

I. Approval of Commission Meeting Minutes of March 11, 2019

Motion by Moore, seconded by Martin to approve March 11, 2019 Meeting Minutes as presented.  
Passed unanimously.

## **D. REGULAR BUSINESS.**

I. Introduction of New Employees

Callie Christensen, HR Coordinator and Jamie Cynor, Engineering Services Technician were introduced to and welcomed by Commission.

## 2. Safety National Award

We shared with the Water Commission the 1st place Safety National Award we received on March 18 that Justin Hewitt accepted for the safety device our staff developed to help with valve turning and reduces shoulder stress. We have discussed getting a patent on it and how to go about getting that done.

## 3. Approval of Chemical Quotes

Hardwick presented chemical bid quotes for liquid chlorine, sodium hypochlorite, hydrofluosilicic acid and sodium bisulfite, which are all in budget. Moved by Martin, seconded by Moore to approve

# **E. INFORMATIONAL.**

## I. Financial Report

Business Manager Rogers reviewed the January 2019 financial reports. Financials are within expectations. No substantive issue of concern was identified.

The 2018 CAFR will be presented in June along with the audit report from the auditors.

## 2. General Manager's Report

General Manager Quirk reported: On March 27th and 28th, her and Dave Kelter from Appleton Water attended the AWWA Fly-In in Washington DC. They represented water utilities from Wisconsin as they talked with the offices of our eight US House of Representatives and two U.S. Senators. Our issue papers were focused on funding for infrastructure. We also updated them on lead service removal and per fluorinated compounds; we have now received 80 samples so far for the lead and copper sampling project, only need 20 more by June 30th to complete the compliance sampling period; we finished our raw water line and 36" transmission main scouring, hoping weather cooperates to do the distribution flushing this week; we hired the new Billing Clerk, who starts April 22nd, she is from the village of Bellevue. Bellevue has also contacted us about us possibly doing billing for them; we were contacted by the main consulting Engineer from Luxemburg wanting to begin discussions to potentially receive our water in approximately 2 years; we are still looking to fill the Filter Plant Operator position; we received a subpoena from the U.S. Department of Housing and Urban Development to provide them with a list of every customer we have served since 2015 and all the addresses that have lead services. We have provided them with this information; Wisconsin AWWA contacted Andrea Hay our Director of Communications to provide a technical session at this fall's State Conference because of our success on Social Media platforms Instagram and Twitter; Brian Powell reported that we had recently hired Utilis, Inc. to perform a satellite imagery for us that will help us locate potential hot spots for leaks in our system. We partnered up with other local utilities who had their systems analyzed as well. Our crews will now begin correlating leaks in those areas identified.

## **F. ADJOURNMENT.**

Moved by Heugel, seconded by Moore to adjourn. Passed unanimously