



MINUTES OF THE WATER COMMISSION

**MONDAY, MAY 13, 2019, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. ROLL CALL.

Commissioners Present: James Blumreich, John Heugel, Doug Martin, Joe Moore

Absent: Kathryne Hasselblad-Pascale; Lisa Bauer-Lotto

Other: Alderwomen Lefebvre, Attorney William Vande Castle, Utility Staff, Consultant Patrick Glynn

B. APPROVAL OF THE AGENDA.

Motion by Blumreich, second by Moore, and unanimously carried to revise order of agenda.

C. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of April 8, 2019

Motion by Moore, second by Martin to approve April 8, 2019 Meeting Minutes as presented.

Passed unanimously.

D. REGULAR BUSINESS.

I. Approval of Bid for Dredging of Sludge Lagoon #2.

Powell presented bid summaries for dredging of sludge lagoon #2, with low bidder being Express Excavating, Inc. for \$79,712.50. Motion by Heugel, second by Blumreich, to approve and accept lowest bidder as recommended. Passed unanimously.

2. Approve Summer Work Schedule Policy

General Manager Quirk presented a summer work schedule policy proposed to follow City of Green Bay. Motion by Heugel, second by Moore, to approve summer work policy as presented, contingent upon City of Green Bay adopting corresponding policy and General Manager approval following review of staffing considerations. Following discussion, Motion by Moore, second by Heugel, to amend Motion to require reassessment of policy by Commission at time of next budget process. Amended Motion passed unanimously.

3. Consider to adjourn to CLOSED SESSION pursuant Sec. 19.85(1)(c), Wis. Stats., for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to-wit, General Manager's performance evaluation and compensation.

Motion by Heugel, seconded by Moore to enter closed session pursuant to Sec. 19.85(1)(c), Wis. Stats, and expressly quoting notice of closed session. Roll call vote passed unanimously. Motion by Moore, second by Heugel, to return to open session. Return to open session for possible consideration of General Manager compensation. No action taken during or following closed session.

4. Return to open session for possible consideration of General Manager compensation.

No Action taken during or following closed session

E. INFORMATIONAL.

I. Market Study Update Presentation

Patrick Glynn, Senior Consultant, Carlson Dettmann Consulting, introduced Market Study Update process to update 2015 Study. Various matters for update were presented by PowerPoint and discussed. Preliminary information should be available by September. Motion by Moore, second Martin, to receive report and place on file. Passed unanimously.

2. Financial Report

Accountant Smits reviewed the February 2019 financials. Financials are within expectations. No substantive issue of concern was identified. Motion by Moore, second Martin, to receive financials and place on file. Passed unanimously.

3. General Manager's Update

General Manager Quirk reported: Recent sampling demonstrated compliance with applicable lead and copper rules. Another round of sampling is planned for 2019. Utilis, Inc., used satellite-based sensors to identify 207 areas suggestive of a potential drinking water leak. Approximately 50% of areas investigated by staff had an identifiable leak. All lines in areas identified by Utilis will be investigated. A proposal to provide billing services has been given to Village of Bellevue. Mayor Gingrich will be meet with Utility staff this week. Short Elliott Hendrickson, Inc., was onsite to assess current office building HVAC for code compliance. The recently vacant Filter Plant Operator position has been filled and the process of operator licensing has been started. Hydrant Flusher/Valve Turner position has been posted and 38 applications have been processed. Front office summer helper has been hired. Equal Employment Opportunity Commission denied the claim discussed during the March 2019 closed session. An Answer and an Amended Complaint have been filed in the Sorenson case.

4. Next Meeting Date is June 24, 2019.

F. ADJOURNMENT.

Moved by Jim, seconded by Martin to adjourn. Passed unanimously