



MINUTES OF THE WATER COMMISSION

**MONDAY, JUNE 24, 2019, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. ROLL CALL.

Commissioners Present: Katharyn Hasselbald-Pascale, John Heugel, Doug Martin, Joe Moore
Absent: James Blumreich, Lisa Bauer Lotto
Other: Alderwomen Lefebvre, Utility Staff, Attorney William VandeCastle, Josh Swanson from CliftonLarsonAllen LLP, Brad Viegut from RW Baird

B. APPROVAL OF THE AGENDA.

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

C. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of May 13, 2019

Motion by Moore, second by Martin, to approve May 13, 2019 Meeting Minutes as presented.
Passed unanimously.

D. REGULAR BUSINESS.

I. Introduction of New Employees

Natalie Markelz, Billing Clerk, John Lindstrom, Filter Plant Operator and Zach Tebon, Valve Turner/Hydrant Flusher were introduced to and welcomed by Commission.

2. Approval of the 2018 Utility annual audit and financial report; presentation by Josh Swanson from CliftonLarsonAllen LLP

Josh Swanson from CliftonLarsonAllen LLP presented the 2018 Utility annual audit and financial report. Business Manager Rogers will get the rate of return broken out with Ashwaubenon and share with the Water Commission next meeting on August 12th. Moved by Heugel, seconded by Martin to approve as recommended. Passed unanimously.

3. Approval 2019 current refunding of remaining portion of 2006 Water System Revenue Refunding Bonds; presentation by Brad Viegut from RW Baird

Brad Viegut from RW Baird presented the 2019 current refunding of remaining portion of 2006 Water System Revenue Refunding Bonds. Moved by Heugel, seconded by Martin to approve. Passed unanimously.

4. Approval of Billing Services agreement for the Village of Bellevue

Business Manager Rogers reviewed the Billing Services Agreement for the Village of Bellevue stating that Bellevue has 2 different meters. Once they get all sensus meters, we will then take over their services. Meters will be changed out by the end of December. Bellevue is responsible for paying for the software upgrade that will start July 1st, with early of 2020 to take over. Moved by Moore, seconded by Martin to approve. Passed unanimously.

5. Approve Private Lead Service Funding Program.

General Manager Nancy Quirk recommends the creation of a funding program for private lead service replacement for Green Bay Water Utility. Moved by Moore, seconded by Martin to approve as recommended. Passed unanimously.

E. INFORMATIONAL.

I. Financial Report

Business Manager Rogers reviewed the March, April and May 2019 financial reports. Financials are within expectations. No substantive issue of concern was identified.

We are working on the rate increases and our goal is to have it done by August 1st to get in place by early 2020. Moved by Heugel, seconded by Moore, to accept financials as presented and to place on file. Passed unanimously.

2. General Manager's Update

We got accepted to do 4 presentations at the state conference this year in Madison in September. Brian and Justin are doing the Unidirectional Flushing Program and how that has affected our water quality. Andrea was asked to give a presentation on our social media with our Instagram and Twitter accounts. Nick from Brown County Water Authority and I are doing a joint presentation on our Splash Project on the collaboration on our business services. Brian Powell will be talking about the satellite project we did with leak protection; I was also asked to give a management talk at the management conference on Adopting Leadership to Achieve Results; EPA Assistant Administrator David Ross is visiting us today to thank us and the distribution crew for our lead service replacement; We are having a press conference at the Jack Day Center today at 1:30 to provide a drinking water quality status update for Wisconsin's third largest water sector; Jamie Wall is our new candidate for our 7th position on the Water Commission. He will be attending the Common Council on July 16th for confirmation and joining our next meeting August 12th; I met with the Source Water Protection Committee that was formed at the state with DATCAP the (Department of Agriculture and Trade Consumer and WDNR & Protection) and NRCS; Our CCR report is on our website in English, Spanish and Hmong; We would like Jacob Engineering to come look at our lab in July to see if there is any upgrades needed for our CIP (Capital Improvement Plan). I am working with managers to do a 5 year CIP this year and also tying it in with a 5 year financial; Our building addition is being designed and moving along; Kids Day is tomorrow June 25th in the City, we will have our water bar out at Leicht Park from 11-2.

F. ADJOURNMENT.

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