



MINUTES OF THE WATER COMMISSION

**MONDAY, FEBRUARY 10, 2020, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. ROLL CALL.

Commissioners Present: John Heugel, Kathryn Hasselblad-Pascale, Doug Martin, Joe Moore, Jamie Wall; Excused: James Blumreich

Other: Alderwoman Lefebvre, Utility Staff, Attorney William Vande Castle

B. APPROVAL OF THE AGENDA.

Motion by Wall, second by Hasselblad-Pascale, to approve Agenda as establish. Passed unanimously.

C. APPROVAL OF MINUTES.

I. Approval of commission meeting minutes of December 16, 2019

Motion by Martin, second by Moore to approve December 16, 2019 Meeting Minutes as presented. Passed unanimously.

D. REGULAR BUSINESS.

I. Introduction of new employee

Nick Bertucci, Flusher & Valve Turner, was introduced to and welcomed by Commission.

2. Approval of recommendation of vehicle and equipment bids

Bid proposals for a 3/4 Ton 2WD Double Cab Pickup, Sport Utility SUV AWD/4WD, 2020 heated Dump Body, 2020 Service Body, and 2020 Bobcat Toolcat were presented. Motion by Moore, second by Martin, to accept bids as recommended to purchase vehicles. Passed unanimously.

3. Approval of private well regulation program policy

Policy for Private Well Regulation Program was presented. Following review and discussion, motion by Hasselblad-Pascale, second by Martin to approve this policy. Passed unanimously.

4. Financial Report

Business Manager Rogers reviewed November and December's financial reports. Financials are within expectations. No substantive issue of concern was identified. Motion by Moore, second by Hasselblad-Pascale to receive financials and place on file. Passed unanimously.

a. Certificate of Achievement Award for Excellence in Financial Reporting Award

Business Manager Rogers received a Certificate of Achievement Award for Excellence in Financial Reporting Award for 2018 fiscal year end comprehensive annual financial report. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment.

E. INFORMATIONAL.

I. General Manager's Report

General Manager Quirk reported: She is scheduling an anti-harassment training for employees in March. We submitted our private lead funding program to the Public Service Commission in November. The revision of the comments on the revised Lead and Copper Rule is due February 12th. Our comments will be submitted by the deadline. Our HR Coordinator Jessica Cortes started January 27th and will be introduced to Commissioners at next month's meeting. Our Engineering Services Technician has resigned, we have the job posted. We are in the process of getting our summer hires. We started scouring our raw water lines Monday. Last week Jason Maes, Distribution Manager, sat on the panel for Distribution System Maintenance and Insulation for the Wisconsin Section of American Water Works Association (AWWA). Nancy is going to California in the end of February to do a talk on our SPLASH project nationally at the AWWA Utility Management Conference. We submitted four abstracts last Friday for the State Conference. The utility is working through the requirement for the American Water Infrastructure Act of 2018 to do a Risk and Resilience Report. This report is due and certified to the EPA by the end of March. Andrea Hay, Director of Communications, has been very involved with the planning and public outreach ahead of possible flooding that could happen this year again in the city. Motion by Moore, second by Martin to receive and place on file. Passed unanimously.

a. 2019 Accomplishments

General Manager Quirk shared 2019 Accomplishments showing that they are following their strategic plan.

F. ADJOURNMENT.

Motion by Hasselblad-Pascale, second by Moore. Passed unanimously.