



MINUTES OF THE WATER COMMISSION

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

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

Commissioners Present: James Blumreich, John Heugel, Kathryn Hasselblad-Pascale, Joe Moore, Jamie Wall, Alderwoman Lefebvre
Excused: Doug Martin
Other: Utility Staff, Attorney William Vande Castle

C. APPROVAL OF THE AGENDA.

Motion by Heugel, second by Wall to approve the agenda as presented. Passed unanimously.

D. APPROVAL OF MINUTES.

I. Approval of commission meeting minutes from May 11, 2020

Motion by Moore, second by Heugel to approve Meeting Minutes as presented. Passed unanimously.

E. REGULAR BUSINESS.

1. Introduction of a new employee

Engineering Services Technician Dan Eichsteadt was introduced and welcomed by the commission.

2. Approval of Request to reclassify one Billing Technician to Billing and Records Specialist

Request for the reclassification of Billing and Records Specialist be placed at Grade G (\$22.68-\$28.98)—an increase over the Billing Technician Grade F (\$20.94-\$26.76)—effective March 29, 2020. Motion by Moore, second by Wall to reclassify the position as presented. Passed unanimously.

3. Approval of Recommendation to Amend City of Green Bay Ordinance 21.09

Request to Amend City of Green Bay Ordinance 21.09, which gives authority to the City to protect the water within water supply systems when and where there is the possibility of contamination due to cross connections or back flow conditions. The utility's Cross Connection Control program was reviewed and revised and additionally verified by Wisconsin DNR for code compliance. Therefore, the current ordinance needs to be amended and given to the Common Council of the City of Green Bay to approve and adopt this amendment to City Ordinance 21.09. Motion by Heugel, second by Hasselblad-Pascale to accept the ordinance as drafted subject to final edits by legal counsel for city and utility. Passed unanimously.

4. Approval of Financial Report

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

F. INFORMATIONAL.

I. General Manager Report

General Manager Nancy Quirk reports that the utility's front lobby is back open with the encouragement of social distancing, health screenings, mask wearing and hand sanitizer. The lawn mowers and groundskeepers have been assigned and hired for the summer. There were five candidates selected to interview for the filter plant relief operator position. Interviews will be conducted this week for the executive assistant position. The Public Service Commission of Wisconsin (PSC) has approved our private lead ordinance, but we still have to create a tariff; final private services needing to be replaced may need legal action if necessary. Lead service replacements are back. We are working to get our lead and copper testing to 100 tests by the end of June. Our DNR-mandated Consumer Confidence Reports (CCRs) are released to customers this month alerting them that the yearly CCR is available to view on our website GBWater.org in three languages: English, Spanish and Hmong. Our sanitary survey is conducted every three years and we have been providing that information to Wendy from the DNR. We are also working on our strategic plan and our building addition. We will be working on a prioritization list for the building. General Manager Quirk was moved by the George Floyd protests and wants to implement new ideas for encouraging diversity and acknowledging training for staff.

G. ADJOURNMENT.

Motion by Moore, second by Wall to adjourn. Passed unanimously.