



MINUTES OF THE WATER COMMISSION

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

A. ROLL CALL.

Commissioners Present: James Blumreich, John Heugel, Doug Martin, Joe Moore, Jamie Wall
Other: Attorney William Vande Castle
Utility Staff: Nancy Quirk, Brian Powell, Tom Landwher, Andrea Hay, Jessica Cortes, Stephanie Rogers

B. APPROVAL OF THE AGENDA.

I. Approval of the Agenda

Motion by Wall, second by Moore to amend agenda to add Introduction of New Employee. Passed unanimously.

Introduction of Tracy Van Erem, Executive Assistant. Tracy introduced herself to the Water Commission Board Members.

C. APPROVAL OF MINUTES.

I. Approval of commission meeting minutes of 7-13-2020

Motion by Heugel, second by Martin to approve meeting minutes as presented. Passed unanimously.

D. REGULAR BUSINESS.

I. Approval of updates to the Employee Handbook, Chapter 18, Section 10: Funeral Leave

Motion by Moore, second by Wall to approve Employee Handbook, Chapter 18, Section 10: Funeral Leave as presented. Passed unanimously.

2. Wisconsin DNR 2020 Sanitary Survey

Motion by Wall, second by Martin to receive and place on file Wisconsin DNR 2020 Sanitary Survey. Passed unanimously.

3. Financial Report - June 2020

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

E. INFORMATIONAL.

I. General Manager's Update

- Lead Services project is down to 45. 12 are private, eight (8) are in negotiation, three (3) are imminent and four (4) we are having trouble contacting. They have been given until the end of September to respond. Commissioner Heugel asked if we should include the City Attorney to escalate with a letter to the last listed property owner on the tax roll. A motion by Heugel, second by Wall, requesting City Attorney to send notice to uncooperative, non-compliant property owners in effort to secure compliance with Utility and City private lead service elimination requirements, as City Attorney and Utility Legal Counsel deem appropriate. Passed unanimously.
- COVID 19, Management has tightened up wearing face masks due to Executive Order #82 that took affect on August 1, 2020. A disinfecting machine has been ordered. Thankfully, no illnesses have been reported among employees.
- Fluoride is another issue that has risen again. A date for a public meeting will be set tonight at Protection & Policy and we will keep Commissioners informed of that date. We have reached out to wholesale customers and they are in favor of fluoride in the water for their customers.
- Relations with City Department of Public Works are ongoing. Continue to talk about how important communication is and being a team.
- Diversity training meetings for employees have been scheduled for the week of August 17, 2020.

G. ZOOM INFO

I. Nancy Quirk is inviting you to a scheduled Zoom meeting.

Topic: Nancy Quirk's Personal Meeting Room

Join Zoom Meeting

<https://zoom.us/j/7981964507?pwd=WFFpNDY2WmtHdEdpNXUyckhuUzVrUT09>

Meeting ID: 798 196 4507

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F. ADJOURNMENT.

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