



MINUTES OF THE WATER COMMISSION

**MONDAY, SEPTEMBER 14, 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, Kathryn Hasselblad-Pascale

Excused: Kathy Lefebvre

Other: Attorney William Vande Castle

Utility Staff: Nancy Quirk, Brian Powell, Russ Hardwick, Andrea Hay, Jessica Cortes, Stephanie Rogers

B. APPROVAL OF THE AGENDA.

I. Approval of Agenda

Motion by Wall, second by Hasseblad-Pascale to approve agenda as established. Passed unanimously.

C. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of 08/10/2020

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

D. REGULAR BUSINESS.

1. Masks/Face Coverings Policy

Motion by Martin, second by Hasselblad-Pascale to approve Masks/Face Coverings Policy as presented. Adoption of ratified policy passed unanimously.

2. COVID-19 Travel Policy

Motion by Moore, second by Wall to approve COVID-19 Travel Policy. Adoption of ratified policy passed unanimously.

3. Reclassification of Hydrant Flusher/Valve Turner Position

Motion by Martin, second by Wall to approve Reclassification of Hydrant Flusher/Valve Turner position. Passed unanimously.

4. Financial Report - July 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 replacement project should be completed on October 6, 2020. A press conference is being planned with David Ross of the EPA visiting. (Invites should include all commissioners, common council member, DNR personnel and anyone who might have had a hand in these replacements with understanding that during COVID-19, many may appreciate the invite, but will decline to attend.) A luncheon the following week on Wednesday, October 14th is being planned for staff as a "Thank You" for all the hard work everyone has put into this project. We currently have six (6) public services left and seven (7) on the private side. Commission Heugel suggested some type of "Letter of Commendation" being written by the Commission President and presented to all those who have worked on this project.
- WI AWWA has asked for articles and we have volunteered our story on the lead services replacement. WI AWWA has asked us to write the article and will feature it on their cover.
- Strategic Plan: Nancy stated that a new Mission and Vision have been developed. New Mission statement is "Provide a reliable, high-quality drinking water supply with exceptional customer service and value." New Vision statement is "Achieving leadership excellence as a valued and collaborative community partner, top-rated workplace, and innovative industry expert. The Core Values are 1) Health and Safety, 2) Sustainability, 3) Employee and Customer Experience and 4) Integrity.
- The annual WI AWWA conference is happening this week, Wednesday (9/16) through Friday (9/18) with Brian, Andrea, Jason and Nancy doing presentations.
- Andrea hosted the Women in Water conference the afternoon of Thursday, September 17th.
- Diversity: Nancy and Jessica have been working on diversity survey that will be given to employees to develop a baseline of where we are with bias.
- Fluoride: A Protection & Policy Committee meeting has been set for October 8th regarding fluoridation of drinking water. We have received a very informative letter of support from Department of Health. Nancy to put together a document of bullet points for Commissioners.
- Budget: Currently working on budgets for 2021. Will present budget at future meeting.

F. ADJOURNMENT.

I. Motion to Adjourn

Motion by Wall, second by Hassleblad-Pascale to adjourn. Passed unanimously.

G. ZOOM INFORMATION

I.

Join Zoom Meeting

<https://zoom.us/j/98314864695?pwd=MGRFL2hRUkIVRklTGXuREN0VkoyZz09>

Meeting ID: 983 1486 4695

Passcode: 334814

One tap mobile

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+13126266799,,98314864695#,,,,,0#,,334814# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 983 1486 4695

Passcode: 334814

Find your local number: <https://zoom.us/u/aczSiL3Mh0>