



MINUTES OF THE WATER COMMISSION

**MONDAY, OCTOBER 12, 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, Kathy Lefebvre, Elizabeth Wheat
Other: Attorney William Vande Castle; Maggie Frye, Core Consulting
Utility Staff: Nancy Quirk, Brian Powell, Russ Hardwick, Andrea Hay, Jessica Cortes, Stephanie Rogers

B. INTRODUCTION OF NEW COMMISSIONER

Nancy Quirk introduced and gave background of Commissioners to the new Commissioner, Elizabeth Wheat. Commissioner Wheat introduced herself to everyone.

C. APPROVAL OF THE AGENDA.

I. Approval of Agenda

Motion by Hasselblad-Pascale, second by Moore to approve agenda as established. Passed unanimously.

D. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of 09/14/2020

Motion by Wall, second by Hasselblad-Pascale to approve meeting minutes as presented. Passed unanimously.

E. REGULAR BUSINESS.

1. Approve Green Bay Water Utility 2020 Strategic Plan

Maggie Frye of Core Consulting presented the Green Bay Water Utility 2021-2023 Strategic Plan. Commission President Blumreich requested strategic goal reports be given twice a year. Motion by Wall, second by Moore to authorize implementation of 2021-2023 Strategic Plan.

2. Approve Financial Statement Audit Policy

Motion by Martin, second by Moore to approve Financial Statement Audit Policy. Adoption of policy passed unanimously.

3. Approve Budget Policy

Motion by Wall, second by Hasselblad-Pascale to approve Budget Policy. Adoption of budget policy passed unanimously.

4. Approval of Audit Firm for 2020-2022 Audit

Motion by Heugel, second by Martin to approve Audit Firm for 2020-2022 Audit contingent on City of Green Bay City Council and Transit Commission also approving audit firm.

5. Financial Report - August 2020

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's Update

- Lead Services replacement project is complete. Project was completed on Tuesday, October 6, 2020. Press conference was held at the home of the last replacement.
- Utility has started galvanized service line replacements that were once hooked to a lead service through a grant the Utility has received from the DNR.
- Wednesday, October 14th the Utility will be celebrating the lead service replacements completion with a luncheon to thank everyone for their hard work on this project.
- The issue of fluoride in drinking water was continued at a special meeting of the Protection and Policy Committee on October 8th and was tabled until November 19 for further investigation by Committee.
- COVID-19: No further positive employee cases have been reported. All employees who contracted COVID-19 have recovered and are back working fulltime. Jessica is working with employees who have school-age children learning virtually to be able to continue working.
- City of Green Bay's open enrollment will take place November 6 through November 30 and there are changes to medical insurance plans for 2021. Jessica is working on setting up informational sessions for employees. City of Green Bay is also changing dental vendors, but the plan looks to be better than what employees are currently offered.
- The Utility has one (1) open position, Distribution Maintenance Assistant. Applications have been received and there are a couple of qualified applicants.
- General Manager Nancy Quirk asked for three (3) commissioners to volunteer to help with the detailed budget. Commissioners Blumreich, Martin and Hasselblad-Pascale volunteered to help with the detailed budget.
- A third upgrade to the ozone generators at the filter plant is underway and should be complete by the end of December 2020.
- Diversity training was scheduled for later in October, but with an increase in COVID-19 cases in the area, General Manager Quirk decided to postpone the training until personnel can safely meet.

G. RECOGNITION

I. Appreciation of Service - Joe Moore

General Manager Quirk thanked Commissioner Moore for his years of service, work and knowledge he brought to the commission.

H. ADJOURNMENT.

I. Motion to Adjourn

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

I. ZOOM INFORMATION

I.

Join Zoom Meeting

<https://zoom.us/j/97353999405?pwd=eUFiVVM3L3BwaUdTVmx5Z3cyUEZDQT09>

Meeting ID: 973 5399 9405

Passcode: 708975

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