



AGENDA OF THE WATER COMMISSION

**MONDAY, JANUARY 11, 2021, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

- A. Roll Call.**
- B. Approval of the Agenda.**
- C. Approval of Minutes.**
 - I. Approval of Commission Meeting Minutes of December 14, 2020
- D. Regular Business.**
 - I. Approval of Recommendation of Vehicle Bids
- E. Informational.**
 - I. General Manager's Update
- F. Recognition**
 - I. Appreciation of Service - James Blumreich
- G. Adjournment**
 - I. Motion to Adjourn
- H. Zoom Information**

I. Join Zoom Meeting

<https://zoom.us/j/95924302691?pwd=K0hoem9HUjNSc2dtcy9Wd3dIMEhQdz09>

Meeting ID: 959 2430 2691

Passcode: 599275

One tap mobile

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- 1) **ACCESSIBILITY:** Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 2) **QUORUM:** Please take notice that a majority or quorum of the Common Council may attend this Water Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.



MINUTES OF THE WATER COMMISSION

**MONDAY, DECEMBER 14, 2020, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. ROLL CALL.

Commissioners Present: James Blumreich, John Heugel, Elizabeth Wheat, Doug Martin, Kathryn Hasselblad-Pascale, Jamie Wall

Excused: Kathy Lefebvre

Other: Attorney William Vande Castle

Utility Staff: Nancy Quirk, Jason Maes, Jessica Cortes, Stephanie Rogers, Russ Hardwick, Brian Powell, Andrea Hay, Brenda Bornfleth, Kyle Van Pay

B. APPROVAL OF THE AGENDA.

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

C. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of November 16, 2020

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

D. REGULAR BUSINESS.

1. Introduction of New Employee

Introduction of Kyle Van Pay, Distribution Maintenance Assistant. Kyle introduced himself to the Water Commission Board Members.

2. Financial Report - November 2020

Business Manager Rogers reviewed financial reports from November 2020. Financials are within expectations. No substantive issue of concern was identified. Motion by Wall, second by Hasselblad-Pascale to receive financials and place on file. Passed unanimously.

3. Election of Officers for 2021: President, Vice President and Secretary-Treasurer

Motion by Hasselblad-Pascale, second by Blumreich to elect Commission officers: John Heugel, President; Jamie Wall, Vice President; Doug Martin, Secretary-Treasurer, by unanimous ballot. Passed unanimously.

4. Approval of 2021 Commission Meeting Dates

Commission members reviewed and agreed upon all 2021 meeting dates.

6. Consider to adjourn to CLOSED SESSION pursuant Sec. 19.85(l)(c). Wis. Stats., for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to-wit, General Manager's performance evaluation and compensation.

Motion by Heugel, second by Hasselblad-Pascale to enter closed session pursuant to Sec. 19.85 (l)(c). Wis. Stats. and expressly quoting notice of closed session. Roll call was taken: James Blumreich-yes, John Heugel-yes, Elizabeth Wheat-yes, Doug Martin-yes, Kathryn Hasselblad-Pascale-yes, Jamie Wall-yes. Roll call vote passed unanimously. Motion by Wall, second by Hasselblad-Pascale to return to open session. Vote to return to open session passed unanimously.

7. Return to Open Session for Possible Consideration of General Manager Compensation

Motion by Hasselblad-Pascale, second by Heugel to approve General Manager Compensation as discussed in closed session. Passed unanimously.

5. General Manager's Update

- 24" main break on West Mason Street and Twelfth Avenue last week. During review, found corrosion and will replace three (3) lengths of pipe. Anticipate claims by home owners with water damage and will work with Attorney Vande Castle on those.
- Strategic Goals has been developed and will be giving quarterly updates to the Commission.
- Jessica is taking over the Safety program and will be giving quarterly updates to the Commission.
- Nancy and Brian attended a webinar on water equity and diversity among utilities around the Great Lakes.
- We received notice from the PSC on construction authorization progress and are awaiting final approval. The PSC staff indicated that we should hear something in January 2021.
- Fluoride issue, City Council agreed to keep fluoride and receive & place on file the request to remove it.
- Annual Holiday Luncheon for our employees is being held on December 15th.
- Commissioners needed. We are actively seeking diverse candidates.

E. ADJOURNMENT.

I. Motion to Adjourn

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

F. ZOOM INFORMATION

I.

Join Zoom Meeting

<https://zoom.us/j/93793511371?pwd=UGY5VmJrc3h0UmRKSEwxRUtLV00zUT09>

Meeting ID: 937 9351 1371

Passcode: 138218

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Meeting ID: 937 9351 1371

Passcode: 138218

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Green Bay Water Utility

MEMORANDUM

DATE: January 11, 2021

TO: Green Bay Water Commissioners

FROM: Nancy Quirk

RE: Recommendation of Vehicle and Equipment Bids for Green Bay Water Utility

¾ TON 4WD DOUBLE CAB PICKUP (On Call Truck)				
<i>Dealer</i>	<i>Model</i>	<i>Quoted Price</i>	<i>Delivery</i>	<i>Notes</i>
Ewald Auto	2021 Chevy Silverado 2500	\$33,660	22 weeks	
Bergstrom Auto	2021 Chevy Silverado 2500	\$33,060	Cannot Deliver	Didn't meet Specs
Gandrud Auto	2021 Chevy Silverado 2500			No Bid
Broadway Auto	2021 Chevy Silverado 2500			No Bid

ON CALL SERVICE BODY				
<i>Dealer</i>	<i>Model</i>	<i>Quoted Price</i>	<i>Delivery</i>	<i>Notes</i>
Olson Body	Knapheide 796 LPR	\$27,574	168 days	
Casper Truck	Knapheide 796 LPR	\$32,169	175 days	

¾ TON 4WD DOUBLE CAB PICKUP (Valve Turner Truck)				
<i>Dealer</i>	<i>Model</i>	<i>Quoted Price</i>	<i>Delivery</i>	<i>Notes</i>
Ewald Auto	2021 Chevy Silverado 2500	\$31,761	22 weeks	
Bergstrom Auto	2021 Chevy Silverado 2500	\$33,016	Cannot Deliver	
Gandrud Auto	2021 Chevy Silverado 2500			No Bid
Broadway Auto	2021 Chevy Silverado 2500			No Bid

VALVE TURNER SERVICE BODY				
<i>Dealer</i>	<i>Model</i>	<i>Quoted Price</i>	<i>Delivery</i>	<i>Notes</i>
Olson Body	Knapheide 796 R	\$15,342	168 days	
Casper Truck	Knapheide 796 R	\$18,899	175 days	

Recommendation to award this contract to the low bidders for the amounts respectively bid, as indicated by the shaded cells in the above table.

2021 Budget for above vehicles and service bodies is \$108,000. Actual cost came to \$108,337 due to unanticipated higher steel costs resulting in an overage of \$337.

Budget overage will be covered by small equipment budget.