



MINUTES OF THE WATER COMMISSION

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

A. ROLL CALL.

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

Other: Attorney William Vande Castle, Tom Karman, Jacque Boyle

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

B. APPROVAL OF THE AGENDA.

C. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of December 14, 2020

Motion by Wall, second by Blumreich to approve meeting minutes as presented. Passed unanimously.

D. REGULAR BUSINESS.

I. Approval of Recommendation of Vehicle Bids

Bid proposals for an On-Call Truck, 3/4 ton 4WD double cab pickup (\$33,660) and on call service body (\$27,574) and Valve Turner Truck, 3/4 ton 4WD double cab pickup (\$31,761) and valve turner service body (\$15,342) were presented. Motion by Hasselblad-Pascale, second by Blumreich, to accept bids as recommended by staff and to approve purchase of pickups and service bodies. Passed unanimously.

E. INFORMATIONAL.

I. General Manager's Update

- We have no financials this month because Stephanie is getting ready for the audit. Financials will be presented at the February 2021 meeting.
- There have not been many COVID cases at the Utility. We recently had an employee contract COVID, but not during work.
- Vaccines are coming and utilities are ranked as IC, with other ahead of us like healthcare workers, fire, police, etc. Jessica is gathering education material so employees are informed on the safeness of the vaccine.
- The PSC still requiring reports from utilities on COVID operations and expenses.
- Bellevue billing take over is complete. Staff receiving lots of calls.
- Kevin in IT has been upgrading staff member computers Office 365. Transition seems to be going smoothly.
- Scouring of our large mains will begin soon to remove microbiologics.
- Lead and copper testing will begin soon. 100 samples are needed this year.
- Lead & Copper rule has come out and we are being proactive with galvanized services removal to ensure compliance.
- The Ozone power supply was delivered last Friday and Russ is working to get it installed and updated.
- A total compensation statement is being prepared by Karen and Jessica and will be given to employees this month.
- Brian Powell and Kristin Romanowicz are taking part in a Core Leadership Training opportunity. If training beneficial, we will look at having other employees attend.
- Nancy met with Mayor Genrich to discuss performance evaluation.
- The utility is fully staffed at 65 employees.
- Nancy and Andrea have been asked by the League of Municipalities to write an article on our treatment process from source to tap and also write an article on hiring & retaining employees for their "water" issue in March 2021.

G. RECOGNITION

I. Appreciation of Service - James Blumreich

Nancy Quirk, General Manager and Commissioners recognized Jim Blumreich's 18 years of service with the Water Utility Commission. Jim was a valuable asset to the Commission and we thank him for his years of service and leadership.

F. ADJOURNMENT

I. Motion to Adjourn

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

H. ZOOM INFORMATION

I.

Join Zoom Meeting

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

Meeting ID: 959 2430 2691

Passcode: 599275

One tap mobile

+1 312 626 6799,,95924302691#,,,,*599275# US (Chicago)

+1 929 205 6099,,95924302691#,,,,*599275# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 959 2430 2691

Passcode: 599275

Find your local number: <https://zoom.us/u/ab97yNXHFB>