



MINUTES OF THE WATER COMMISSION

**MONDAY, AUGUST 16, 2021, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. ROLL CALL.

Called to Order by President Heugel at 8:30 a.m.

Commissioners: John Heugel, Jamie Wall, Doug Martin, Kathryn Hasselblad-Pascale, Tom Karman, Elizabeth Wheat

Excused/Absent: Jacque Boyle, Kathy Lefebvre

Other: William Vande Castle, Patrick Glynn

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

B. APPROVAL OF THE AGENDA.

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

C. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of July 12, 2021

No action taken. Minutes deferred until next meeting.

D. REGULAR BUSINESS.

I. 2022 Salary Planning - Patrick Glynn of Carlson Dettmann

Patrick Glynn of Carlson Dettmann presented information on 2022 Salary Planning regarding wage issues in the changing economy.

2. Approve Policy 405.9 - Water Quality Sampling

Motion by Hasselblad-Pascale, second by Martin to approve Policy 405.9, Water Quality Sampling as

presented. Policy passed unanimously.

3. Financials Report - June & July 2021

Business Manager Rogers reviewed financials from June and July 2021. Financials are within expectations. No substantive issue of concern was identified. Motion by Karman, second by Martin to receive financials and place on file. Passed unanimously.

E. INFORMATIONAL.

I. Building Remodel Update

Engineering Services Manager Romanowicz gave the following building remodel updates:

- Building addition is more complete looking with walls and structure.
- Inside remodel should be complete at the end of September.
- Phase I of the construction will be completed by the end of September to beginning of October. At that time, the Front Office Staff will transition out of their current area (Phase 2 remodel) into areas of the remodeled office so they can continue to serve our customers who visit our office. Existing office staff working remotely will return to their remodeled offices.
- There was a second change order issued for \$40,000. Current budget is around \$4,602,000.

2. General Manager Update

A. Human Resources Update

I. Distribution Crew – Jim Koss was promoted to Crew Leader and Don Fenlon promoted to Distribution Maintenance Operator.

B. Pipe Diver Update – Talking with Pure Technologies on how to finish the project.

C. Main Breaks this Summer – We had over 40 main breaks in the month of July due to hot weather.

D. Budget 2022 Update – Managers are working on 2022 budget and will be meeting in September and October to finalize and bring to Commission.

E. Pilot Plant Update – Russ Hardwick has met with the DNR and received approval to start project in December or January 2022.

F. ADJOURNMENT.

I. Motion to Adjourn

Motion to adjourn by Wall, second by Karman. Motion passed unanimously.

President Heugel adjourned meeting at 10:08 a.m.

G. ZOOM INFORMATION

I.

Join Zoom Meeting

<https://zoom.us/j/98284055918?pwd=eHBxaWkvN1J2a3N0RERUWkRsNjVkUT09>

Meeting ID: 982 8405 5918

Passcode: 385002

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