



MINUTES OF THE WATER COMMISSION

MONDAY, AUGUST 8, 2022, 8:30 AM

Held Virtually Via Zoom

A. ZOOM INFORMATION.

I. This item contains a document that provides call-in information and instructions for the Zoom Virtual Meeting.

On Monday, August 8, 2022, the Water Commission met virtually via Zoom. President John Heugel called the Meeting to order at 8:30 a.m.

B. ROLL CALL.

I. Roll call for the Water Commission Meeting of August 8th, 2022

Andrea Hay called the roll. Seven commission members responded: President John Heugel, Vice President Jamie Wall, Secretary-Treasurer Tom Karman, Jacque Boyle, Al Favour, Kathryn Hasselblad-Pascale, and Elizabeth Wheat.

Also Present:

Nancy Quirk, William Vande Castle (Attorney), Sarah Fidler, Stephanie Rogers, Kristin Romanowicz, Russ Hardwick, Jason Maes, and Brian Powell.

C. APPROVAL OF THE AGENDA.

I. Approval of the Water Commission Meeting Agenda for August 8, 2022

Motion by member Hasselblad-Pascale, seconded by member Wall, to approve the agenda. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

I. Approval of Commission Meeting Minutes of June 20, 2022

An amendment was made to edit the wording on the June 20, 2022 meeting minutes. Motion by member Wall, seconded by member Karman, to approve the June 20, 2022 minutes as amended. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

I. Introduction of New Water Commissioner Allen Farvour (Village of Ashwaubenon)

General Manager Quirk introduced newly appointed commissioner Al Farvour to the rest of the commission. Member Farvour gave a brief overview of his background and experience. President Heugel welcomed member Farvour.

2. Introduction of New Water HR Coordinator Sarah Fidler

General Manager Quirk introduced the new Human Resource Coordinator, Sarah Fidler. HR Coordinator Fidler gave a brief overview of her background and experience.

3. Approval of Safety Coordinator Position

General Manager Quirk gave an overview of the new safety coordinator position and what role will be at the Water Utility. This position will be shared 50/50 with the City. Motion by member Hasselblad, seconded by member Wall to approve the position of Safety Coordinator in the Water Utility organizational chart and in the fiscal year 2023 budget. Voice vote being had, the motion passed unanimously.

4. June 2022 Financial Report

Business Manager Rogers presented the Water Utility's June 2022 financials and cash position. All were within expectations. No substantive issue of concern was identified. Motion by member Karman, seconded by member Wall to receive financials and place on file. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

I. Strategic Plan Update

General Manager Quirk gave a brief update on the Water Utility's Strategic Plan. President Heugel made comment on the importance of hardening the Water Utility's infrastructure. A discussion ensued and member Hasselblad-Pascale asked about how the strategic goals will be measured. General Manager Quirk responded that they are measured through Water Utility management staff's performance appraisals.

2. Building Project Update

Engineering Services Supervisor, Romanowicz gave a brief update on the Water Utility facility building remodel. The drive through window work should be completed near the end of September.

3. Strategic Communications Update

Communications Director Hay gave a brief presentation on the Water Utility's new website and new

Water Utility branding guidelines, once finished, will be shared again with the Commission.

4. General Manager Update

General Manager Quirk asked Water Quality Manager Hardwick to present the Sludge Lagoon Project update as well as e-mails received from the DNR regarding monitoring of PFAS. Operations Manager Powell then presented an update on the PipeDiver Analysis. General Manager Quirk then presented her report on the following:

- Monthly Utility-Wide Cyber Security Training by Info-Sec IQ
- Workforce Report:
 - a. Recruitment
 - i. Distribution Maintenance Person (FT)
 - ii. Executive Assistant (FT)
- GBW Training Center to serve as August 9 Primary Election Site
- 2023 Budget Schedule
- Pulaski Wholesale Customer Update

G. ADJOURNMENT.

I. Motion to adjourn.

Motion by member Wall, seconded by member Boyle, to adjourn the meeting. Voice vote being had, the motion passed unanimously. The meeting adjourned at 9:38 a.m.