



MINUTES OF THE WATER COMMISSION

MONDAY, JANUARY 9, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains a document that provides call-in information and instructions for the attendees to join the meeting online using Zoom.

B. ROLL CALL.

I. Roll call for the Water Commission Meeting of January 9, 2023.

On Monday, January 9, 2022, the Water Commission met in person and virtually via Zoom. President Heugel called the meeting to order at 8:30 a.m.

Recording Secretary Hay called the roll. Five voting commission members responded: President John Huegel (Virtual via Zoom), Vice President Jamie Wall (In Person), Secretary-Treasurer Tom Karman (In Person), Elizabeth Wheat (Virtually via Zoom) and Al Farvour (Virtually via Zoom).

Members Kathryn Hasselblad-Pascale and Jacque Boyle were excused.

Also present: Alderman Craig Stevens (non-voting), Council Representative to the Water Commission, attended in person, and Steve Baue, owner of BMG, attended in person.

Staff Present: Nancy Quirk, Andrea Hay, Brian Powell, Russ Hardwick, Stephanie Rogers, Kristin Romanowicz, Jason Maes, Sarah Fidler, Jon Peters.

C. APPROVAL OF THE AGENDA.

I. Approval of the Water Commission Meeting Agenda for January 9, 2023.

Motion by member Wall, seconded by member Karman to approve the agenda as presented. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

I. Approval of the Water Commission Meeting Minutes for December 12, 2022.

Moved by member Wall, seconded by member Karman to approve the Water Commission Meeting Minutes for December 12, 2022, as presented. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

I. 2022 Employee Engagement Survey

Owner/CEO of BMG Steve Baue presented the findings of the 2022 Employee Engagement Survey. Motion by member Wall, seconded by member Karman to receive the 2022 Employee Engagement Survey Summary as presented and place it on file, continuing the discussion at the March Water Commission Meeting once Commissioners have acquired a copy of the data and had the opportunity to assess them. Voice vote being had, the motion passed unanimously.

2. November 2022 Financial Report

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

F. INFORMATIONAL.

I. Strategic Communication Update.

Director of Communications Hay reviewed the pillars of the GBW 2022-26 Strategic Communication Plan. She provided an update on the PFAS news headlines over the last week and her conversation with the author of the newly released research, UW Professor Remucal. Remucal's findings from two years ago would not have had a significant impact on GBW source water, collected a mile from the Kewaunee shoreline and 60 feet into the lake. To communicate this to the public and ensure GBW speaks with one voice, Hay used the GBW-adapted communication tiers: first, providing concise language to the public (available on gbwater.org), and then, directing staff/stakeholder to the statement while providing background and resources (via email). If the subject had reached a greater level, a similar notification would have been sent to the commission, council, and municipal officials. In the wake of other headlines, the media's attention soon turned elsewhere. Hay also presented an update on open records training and the legal implications of record-keeping, taking thorough notes, and managing carefully framed public interactions. Over the coming months, employees will be trained on these themes.

2. General Manager Update.

General Manager Quirk presented her report on the following:

I. Workforce Report

- a. Recruitment
 - i. Distribution Maintenance Person (FT)
 - ii. Executive Assistant (FT)
 - iii. Pumping Mechanic/Electrician (FT)
 - iv. Equipment Maintenance Technician (FT) v. Metering and Cross Connection Control Specialist (FT))
- b. UWGB Internships update
 - i. Operations
 - ii. Communications/Public Outreach
- 2. Pump Electrical Efficiency Study at Lake Station update
- 3. Building Project Update is scheduled for February
- 4. GBWU Personnel Presentations
 - a. Nancy-ASDWA virtual panel on Service Inventory
 - b. Kristin Romanowicz-WIAWWA webinar presentation on Service Inventory
 - c. Sarah Besaw-Distribution Seminar at WIAWWA panel on Lead and Copper Rule Service Inventory process
- 5. Pulaski Wholesale Customer Update
 - a. Memorandum of Understanding and City Approval update
 - b. Open Records Request

G. ADJOURNMENT.

I. Motion to adjourn the Water Commission meeting of January 9, 2023.

Motion by member Wall, seconded by member Karman, to adjourn the meeting. Voice vote being had, the motion passed unanimously.

President Heugel adjourned the meeting at 9:31 a.m.