



MINUTES OF THE WATER COMMISSION

MONDAY, FEBRUARY 13, 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 February 13 , 2023.

On Monday, February 13, 2023, the Water Commission met in person and virtually via Zoom.

President Heugel called the meeting to order at 8:30 a.m.

Recording Secretary Beilke called the roll. Six voting commission members responded: President John Heugel (In person), Vice President Jamie Wall (In person), Secretary-Treasurer Tom Karman (In Person), Kathryn Hasselblad-Pascale (Virtually via Zoom), Elizabeth Wheat (Virtually via Zoom) , and Al Farvour (Virtually via Zoom).

Jacque Boyle arrived during item E2 at 8:37 a.m. (Virtually via Zoom).

Also present: Alder Craig Stevens (non-voting), Council Representative to the Water Commission, attended in person, and Attorney William Vande Castle (Virtually via Zoom)

Staff present: Nancy Quirk, Andrea Hay (Virtually via Zoom), Brian Powell, Kristin Romanowicz, Stephanie Rogers, Sarah Fidler, Russ Hardwick, Jason Maes, Jon Peters, Justin Hewitt, Pam Beilke, Aaron Cisler and Nate Peters.

C. APPROVAL OF THE AGENDA.

I. Approval of the Water Commission Meeting Agenda for February 13, 2023.

Motion by Jamie Wall, seconded by Kathryn Hasselblad-Pascale 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 January 9, 2023.

Motion by Jamie Wall, seconded by Allen Farvour to approve the Water Commission Minutes for January 9, 2023. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

I. Introduction of new Executive Assistant Pam Beilke, new Distribution Maintenance Person Aaron Cisler and new Equipment Maintenance Technician Nate Peters.

New employees Pam Beilke, Aaron Cisler and Nate Peters introduced themselves to the Water Commission. President Heugel welcomed them to the Water Utility.
Aaron Cisler and Nate Peters left the meeting at 8:35 a.m.

2. Consideration of the Resolution and Memorandum of Understanding related to a Wholesale Water Service Agreement by, between, and among the City of Green Bay, the Village of Hobart and the Village of Pulaski.

Moved by Thomas Karman, seconded by Kathryn Hasselblad-Pascale to approve the Pulaski Memorandum of Understanding and Resolution as presented. Voice vote being had, the motion passed unanimously.

Jacque Boyle arrived at 8:37 a.m. during this Item.

3. December 2022 Financial Report

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

F. INFORMATIONAL.

I. Strategic Communications Update

Director of Communications Hay discussed the audit of the door tagging program and UW Madison's proposal to partner for a fully funded research branding study with UWGB and the airport for bottle filling stations. Director Hay also discussed Wholesale Customer Communications.

2. Final Building Remodel Project Update

Kristin Romanowicz presented a final building project update. President Heugel suggested offering the presentation to UWGB and/or NWTC as a teaching tool for students. The presentation will be kept with the project file at the Green Bay Water Utility.

3. General Manager Update.

General Manager Quirk presented her report on the following:

I. Workforce Report

I. Recruitment

1. Pumping Mechanic/Electrician (FT)
2. Metering and Cross Connection Control Specialist (FT)
3. Safety Coordinator (PT at GBWU)
4. Billing Technician (FT)
5. Distribution Maintenance Warehouse Person (FT)
2. UWGB Internships update
 1. Operations
 2. Communications/Public Outreach
2. Succession Plan Project Update
3. Training Center
 1. General Primary Election February 21
 2. Police active threat training for GBPD, GBMFD, GBAPS and GB Metro Feb 28 and Mar 1
4. Pump Electrical Efficiency Study at Lake Station update
5. Meetings with Large Water User Customers
6. Meeting with new DPW Director of Ashwaubenon, Brian Rickert
7. NEW Water Meeting
8. Washington, D.C. trip

4. Date of the next meeting: Monday, March 13, 2023.

G. ADJOURNMENT.

I. Motion to adjourn the Water Commission meeting of February 13, 2023.

Motion by Jamie Wall, seconded by Allen Farvour to adjourn the meeting. Voice vote being had, the motion passed unanimously.

President Heugel adjourned the meeting at 9:35 a.m.