



MINUTES OF THE WATER COMMISSION

MONDAY, MARCH 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 March 13, 2023.

On Monday, March 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: President John Heugel (Virtually via Zoom), Vice President Jamie Wall (Virtually via Zoom), Secretary-Treasurer Tom Karmen (In Person), Kathryn Hasselblad-Pascale (Virtually via Zoom), Jacque Boyle (Virtually via Zoom) and Al Farvour (Virtually via Zoom). Elizabeth Wheat arrived during item D1 at 8:31 a.m. (Virtually via Zoom).

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

Staff present: Nancy Quirk, Andrea Hay, Brian Powell, Stephanie Rodgers, Sarah Fidler (Virtually via Zoom), Russ Hardwick, Jason Maes, Jon Peters, Jason Bader and Jessica Faulds.

C. APPROVAL OF THE AGENDA.

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

Moved 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.

1. Approval of the Water Commission Meeting Minutes for February 13, 2023.

Moved by Thomas Karman, seconded by Jamie Wall to approve the Water Commission Minutes for February 13, 2023.

Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

1. Introduction of new employees Jason Bader, Pumping Mechanic/Electrician, and Jessica Faulds, Metering and Cross Connection Control Specialist.

New employees Jason Bader and Jessica Faulds introduced themselves to the Water Commission. President Heugel and the commission welcomed them to the Water Utility.

2. December 2022 and January 2023 Financial Reports.

Moved by Thomas Karman, seconded by Kathryn Hasselblad-Pascale to receive and place on file. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

1. Strategic Communications Update

Director of Communications Hay reported that the Water Utility has reinstated department communication meetings. She also advised that new badges have been issued to employees and a communication survey has been sent to employees. Director Hay also discussed customer survey cards being handed out and the recent press coverage of the Pulaski project.

2. General Manager Update

1. Workforce Report

a. Recruitment

i. Distribution Maintenance/Warehouse Person/Equipment Maintenance Shop Assistant (FT)

ii. Distribution Maintenance Person (FT)

iii. Billing Technician (FT)

iv. Filter Plant Technician (FT)

2. General Manager Annual Goals—Progress Report

a. Manage our employee succession strategy

b. Oversee technology advancement to rise with the prevalence of integrated work management systems, metering software and cyber security

c. Fostering an even more robust Utility-wide emphasis on safety

d. Seek opportunities to cut down energy use and become better environmental stewards to reduce our carbon footprint

e. Prepare our Utility to comply with forthcoming regulations impacting drinking water

3. Employee Handbook Revisions

4. Pump Electrical Efficiency Study at Lake Station

5. Water Quality Report

6. Pulaski Wholesale Water Agreement Update

G. ADJOURNMENT.

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

Moved by Jamie Wall, seconded by Kathryn Hasselblad-Pascale to adjourn.

Voice vote being had, the motion passed unanimously. President Heugel adjourned the meeting at 9:20 a.m.