



MINUTES OF THE WATER COMMISSION

MONDAY, APRIL 10, 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 April 10, 2023.

On Monday, April 10, 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 (In Person), Secretary-Treasurer Tom Karmen (In Person), Kathryn Hasselblad-Pascale (Virtually via Zoom), Jacque Boyle (Virtually via Zoom), and Elizabeth Wheat (Virtually via Zoom). Al Farvour was excused.

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

Staff present: Nancy Quirk, Brian Powell, Stephanie Rodgers, Sarah Fidler, Russ Hardwick, Jason Maes, Jon Peters, Kristin Romanowicz, Justin Hewitt, Jean Pucel (Virtually via Zoom), Seng Yang and Gretchen Gregor.

C. APPROVAL OF THE AGENDA.

I. Approval of the Water Commission Meeting Agenda for April 10, 2023.

Moved by Jamie Wall, seconded by Tom Karmen 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 March 13, 2023.

Moved by Kathryn Hasselblad-Pascale, seconded by Jamie Wall to approve the Water Commission Minutes for March 13, 2023. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

I. Introduction of new employees Seng Yang, Safety Coordinator, and Gretchen Gregor, Billing Technician.

New employees Seng Yang and Gretchen Gregor introduced themselves to the Water Commission. President Heugel and the commission welcomed them to the Water Utility.

2. February 2023 Financial Report

Business Manager Rogers presented the Water Utility's February 2023 financials and cash position. All were within expectations. No substantive issue of concern was identified. Moved by Jamie Wall, seconded by Kathryn Hasselblad-Pascale to receive and place on file. Voice vote being had, the motion passed unanimously.

3. GBWU I-23 Dredging of Sludge Lagoon No. 1

Moved by Kathryn Hasselblad-Pascale, seconded by Jamie Wall to approve bid proposals for the dredging of Sludge Lagoon No. 1 as recommended by staff. Voice vote being had, the motion passed unanimously.

4. GBWU Broadway Tank Demolition

Moved by Jacque Boyle, seconded by Tom Karmen to approve bid proposals for the demolition of the Broadway Tank as recommended by staff. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

I. Master Plan Update presented by AECOM

Richard Hope and Kathy Beduhn from AECOM presented the chapters of population growth and water demand projection for the Green Bay Water Utility's 2023 Master Plan to the commission.

2. Strategic Communications Update

General Manager Nancy Quirk reported that plans are underway for the Green Bay Water Citizen's Academy Evening and that Director of Communications Andrea Hay will provide the keynote address at the Wisconsin Towns Association annual meeting on the importance of communicating to the public later this month. General Manager Quirk also advised that Consumer Confidence Reports (CCR) have been published online and on customer's bills. Press releases, letters and postcards will follow. Director Hay attended the AWWA Fly-In and Wisconsin lawmakers were familiar with "hot" issues: CCR changes, lead and copper, and PFAS. She advised that the latest Green Bay Water newsletter contains an update on future CCR changes.

3. Safety Report

Safety Coordinator Seng Yang presented the Safety Report.

4. Strategic Plan Update

General Manager Quirk gave a brief update on the Water Utility's Strategic Plan for 2021 to 2023.

5. General Manager Update

I. Workforce Report

a. Recruitment

- i. Distribution Maintenance Person (FT)
- ii. Filter Plant Technician (FT)
- iii. Summer Helpers (FT Summer)

2. Employee Engagement Recommendations Actions Report Set for May 2023

3. Flushing Water System Update

4. Water Quality Update

G. ADJOURNMENT.

I. Motion to adjourn the Water Commission meeting of April 10, 2023.

Moved by Tom Karmen, seconded by Jacque Boyle to adjourn. Voice vote being had, the motion passed unanimously. President Heugel adjourned the meeting at 10:11 a.m.