



AGENDA OF THE WATER COMMISSION

MONDAY, JULY 31, 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.

1. Join Zoom Meeting Online:

<https://zoom.us/j/98284055918?pwd=eHBxaWkvNlJ2a3N0RERUWkRsNjVkUT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 982 8405 5918

Passcode: 385002

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

1. Roll call for the Water Commission Meeting of July 31, 2023.

C. Approval of the Agenda.

1. Approval of the Water Commission Meeting Agenda for July 31, 2023.

D. Approval of Minutes.

1. Approval of the Water Commission Meeting Minutes for June 12, 2023.

E. Regular Business.

1. Introduction of new Filter Plant Technician Shawn Vandavelde

2. Revocation of the COVID-19 Pandemic Emergency Operation Order

3. May and June 2023 Financial Reports

4. Approval of the Use of the Green Bay Water Utility Training Center Policy
5. Approval of the recommendation of the Service Body Bid for Green Bay Water
6. Wisconsin DNR 2023 Sanitary Survey
7. Approval of Final Payment in the amount of \$30,000.00 to Miron Construction Co. Inc. for contract "Green Bay Water Utility Addition/Renovation."

F. Informational.

1. Strategic Communication Update
2. General Manager Update

G. Adjournment.

1. Motion to adjourn the Water Commission meeting of July 31, 2023.

- 1) **ACCESSIBILITY:** Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 2) **QUORUM:** Please take notice that a majority or quorum of the Common Council may attend this Water Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.



MINUTES OF THE WATER COMMISSION

MONDAY, JUNE 12, 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 June 12, 2023.

On Monday June 12, 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 (In Person), Vice President Jamie Wall (Virtually via Zoom), Secretary-Treasurer Tom Karmen (In Person), Kathryn Hasselblad-Pascale (Virtually via Zoom), Al Farvour (Virtually via Zoom), and Jacque Boyle (Virtually via Zoom) arrived at 9:22 a.m. during Item F2. Elizabeth Wheat was excused.

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

Staff present: Nancy Quirk, Stephanie Rogers, Russ Hardwick, Sarah Fidler, Jennifer Smits, Karen Smits, Seng Yang, Jason Maes, Kristin Romanowicz, and Jonathan Peters.

C. APPROVAL OF THE AGENDA.

I. Approval of the Water Commission Meeting Agenda for June 12, 2023.

Moved by Kathryn Hasselblad-Pascale, seconded by Thomas 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 May 8, 2023.

Moved by Allen Farvour, seconded by Thomas Karman to approve the minutes as presented. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

I. Approval of the 2022 Annual Comprehensive Financial Report; presentation by Baker Tilly.

Ryan O'Donnell from Baker Tilly presented the 2022 Annual Comprehensive Financial Report.

Moved by Thomas Karman, seconded by Kathryn Hasselblad-Pascale to accept as presented. Voice vote being had, the motion passed unanimously.

2. April 2023 Financial Report.

Moved by Kathryn Hasselblad-Pascale, seconded by Jamie Wall to accept as presented. Voice vote being had, the motion passed unanimously.

3. GBWU Water Main Rehabilitation.

Moved by Jamie Wall, seconded by Thomas Karman to approve the bid proposal for the water main rehabilitation. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

I. Safety Report.

Safety Coordinator Seng Yang presented the Safety Report.

2. General Manager Recruitment Update.

City of Green Bay Human Resources Generalist Jennifer Smits provided the General Manager recruitment update.

Vice President Jamie Wall advised that an additional commissioner may be asked to step in as an alternative to the Ad Hoc Committee in case there is a conflict of interest between one of the Ad Hoc Committee members and a candidate.

3. General Manager Update.

1. WDNR 2023 Sanitary Survey
2. CCR (Consumer Confidence Report) distribution status
3. Lead and Copper Rule Revision Update
4. Sustainability and Energy Efficiency Update
5. Water Quality Update
6. GBWU Testimony for Wisconsin Senate Bill 270
7. Workforce Report
 - a. Retirements
 - b. Recruitment
 - i. Filter Plant Technician (FT)
 - ii. Distribution Maintenance Assistant (FT)
 - iii. Summer Helpers (FT Summer)

- iv. Distribution Crew Leader (FT)
- v. Metering and Cross Connection Technician (FT)
- 8. City of Green Bay Citizen Academy at Water Utility

G. ADJOURNMENT.

I. Motion to adjourn the Water Commission meeting of June 12, 2023.

Moved by Jamie Wall, seconded by Thomas Karman to adjourn. Voice vote being had, the motion passed unanimously. President Heugel adjourned the meeting at 9:42 a.m.



Green Bay Water Commission **MEMORANDUM**

DATE: July 31, 2023
TO: Green Bay Water Commission
FROM: Nancy Quirk, P.E., General Manager, Green Bay Water
RE: Revocation of the COVID-19 Pandemic Emergency Operation Order

Due to the significant strides we've made in combating the COVID-19 pandemic and the ensuing return to normalcy, we believe it's time to reassess the emergency operation order issued on March 19, 2020. This provision enabled us to maintain the vital Green Bay Water Utility operations amid the crisis, granting authority to staff during instances where pandemic-induced constraints prevented a Commission quorum.

Currently, we are confident in safely resuming regular operations. Health risks linked to the pandemic have noticeably decreased, and national, state, and local authorities have lifted most pandemic-related restrictions.

Therefore, we propose lifting the Commission Order Delegating Authority issued on March 19, 2020. The transfer of authority to the General Manager, and the contingency for further delegation to the General Manager's designee, as detailed in the initial order, will terminate upon this order's revocation. This revocation will come into effect upon approval by the Green Bay Water Commission on July 31, 2023. We have attached the original Commission Order which received unanimous approval by the Commission on March 19, 2020.

GREEN BAY WATER UTILITY
COVID-19 PANDEMIC EMERGENCY OPERATION
COMMISSION ORDER DELEGATING AUTHORITY
MARCH 19, 2020

Commission is composed of seven members. A quorum for transaction of business consists of at least four members.

Due to the COVID-19 disease pandemic and related national, state, and city emergencies, Commission anticipates that it may lack a quorum at times and that said pandemic may give rise to exigent matters requiring prompt decision and action by Commission.

Given the pandemic, and in anticipation of loss of a quorum, an immediate and orderly delegation of Commission functions to Commission's staff is required. The pandemic renders delay impracticable. Commission's obligation to protect the public interest creates an immediate need for this action.

Commission recognizes that it has continuing responsibility to carry out its obligations under various statutes and ordinances, notwithstanding the pandemic. Accordingly, Commission by this order, issued while Commission has a quorum, delegates authority to its staff to take action, as provided below, effective March 19, 2020.

Authority delegated herein is effective until such time as Commission takes action to lift the delegation. All pre-existing delegations of authority by Commission to its staff continue to be effective.

This delegation of authority is to the General Manager, but such authority may be further delegated to General Manager's designee. Commission may act notwithstanding authority delegated to staff.

During delegation period Commission and Utility operations shall continue as necessary and appropriate to: provide water service to customers; fulfill contract and other obligations of Utility and Commission; respond to requests by other governmental entities; and, respond to matters involving safety of human life and protection of property.

If the date by which Commission is required to act on a matter falls during the delegation period, Commission in this order delegates to its staff authority to take such action as necessary under the circumstances.

Staff shall take reasonable and diligent steps to schedule and notice Commission meetings in accord with past Commission practice, except that during delegation period all Commission meetings shall be held by telephone or online.

When a quorum cannot be obtained, when practical, staff shall consult with and secure advice and approval of Commission President or other Commission officer prior to exercising authority delegated pursuant to this Order.

Electronic and digital signatures of Commissioners and staff shall have the same status as handwritten signatures. A scanned or conformed signature is a real signature.

Decisions made and actions taken pursuant to delegated authority are subject to Commission reconsideration and ratification, as appropriate, without prejudice to any further action of Commission.

Dated: March 19, 2020

/S/ (name of person who signed the document)

Title of person who signed

GREEN BAY WATER
CASH POSITION
May 31, 2022 & 2023

	5/31/2022	5/31/2023
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 104,006	\$ 107,609
Associated Bank Checking	9,136,362	10,172,744
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	<u>9,242,068</u>	<u>10,282,053</u>
RESTRICTED CURRENT ASSETS		
Cash & Investments - Restricted		
Certificates of Deposit - Bond Redemption	2,375,000	2,347,000
Associated Bank Money Market Account - Bond Redemption	19,909	4,628
Associated Bank Checking - Private Service Replacement	9,430	158,892
Local Govt. Investment Pool - Construction Fund	216,573	364
Total Cash & Investments - Restricted	<u>2,620,912</u>	<u>2,510,884</u>
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	79,105	564,335
Associated Trust Certificates of Deposit	486,764	469,881
Associated Trust Municipal Bonds	5,375,787	5,467,131
Total Cash & Investments - Debt Reserve	<u>5,941,656</u>	<u>6,501,347</u>
 TOTAL CASH POSITION	 <u>\$ 17,804,636</u>	 <u>\$ 19,294,284</u>

GREEN BAY WATER**BALANCE SHEET**

May 31, 2022 & 2023

	AS OF <u>5/31/2022</u>	AS OF <u>5/31/2023</u>
ASSETS		
Current Assets		
Unrestricted Current Assets		
Cash & Investments - Operating & Maintenance	\$ 9,242,068	\$ 10,282,053
Accounts Receivable - Customer Accounts	10,783,342	11,162,096
Inventories	537,011	768,635
Prepaid Items	161,088	172,050
Total Unrestricted Current Assets	<u>20,723,509</u>	<u>22,384,834</u>
Restricted Current Assets		
Cash & Investments - Bond Redemption Fund	2,394,909	2,351,628
Interest Receivable	767	18,914
Cash & Investments - Private Service Replacement Fund	9,430	158,892
Accounts Receivable - Grants	265,262	680
Total Restricted Current Assets	<u>2,670,367</u>	<u>2,530,114</u>
Total Current Assets	<u>23,393,876</u>	<u>24,914,948</u>
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	5,941,656	6,501,347
Accrued Interest	36,933	35,441
Cash & Investments - Construction Fund	216,573	364
Net Pension Asset	1,675,610	2,127,002
Total Restricted Assets	<u>7,870,772</u>	<u>8,664,154</u>
Other Assets		
Unamortized Ashwaubenon Booster	1,194,034	1,062,581
Unamortized Wrightstown Loan/Grant	429,913	398,263
Total Other Assets	<u>1,623,946</u>	<u>1,460,844</u>
Capital Assets		
Property, Plant & Equipment	243,338,198	254,173,063
Less: Accumulated Depreciation	<u>(100,467,384)</u>	<u>(105,624,620)</u>
Net Property, Plant & Equipment	142,870,814	148,548,443
Construction in Progress	6,284,630	516,906
Total Capital Assets	<u>149,155,444</u>	<u>149,065,349</u>
Total Noncurrent Assets	<u>158,650,161</u>	<u>159,190,347</u>
TOTAL ASSETS	<u>182,044,038</u>	<u>184,105,295</u>
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	430,706	273,254
Deferred Outflows - Pension	2,132,984	4,737,486
Total Deferred Outflows of Resources	<u>2,563,690</u>	<u>5,010,740</u>

GREEN BAY WATER
BALANCE SHEET
May 31, 2023

	AS OF <u>5/31/2022</u>	AS OF <u>5/31/2023</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 166,078	\$ 49,233
Sewer Collections Payable	6,013,299	6,449,938
Storm Water Collections Payable	2,938,102	3,211,702
Accrued Payroll Taxes	100,408	31,449
Accrued Payroll, Vacation & Sick Leave Pay	260,631	294,929
Accrued Taxes	1,023,831	986,312
Payable from Restricted Assets		
Current Portion of Long - Term Debt	4,205,000	4,305,000
Accrued Interest	125,119	116,674
Total Current Liabilities	<u>14,832,469</u>	<u>15,445,237</u>
Long - term Obligations, Less Current Portion		
Revenue Bonds - Net of Premiums & Discounts	42,734,341	37,990,785
Accrued Vacation & Sick Leave Pay	264,364	206,831
Total Current Liabilities	<u>42,998,705</u>	<u>38,197,616</u>
TOTAL LIABILITIES	<u>57,831,174</u>	<u>53,642,853</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred Inflows - Pension	<u>3,041,600</u>	<u>5,627,565</u>
NET POSITION		
Contributed Capital - City of Green Bay	736,907	736,907
Net Investment in Capital Assets	102,646,810	107,042,819
Restricted	10,199,446	11,077,230
Unrestricted	<u>10,151,791</u>	<u>10,988,662</u>
TOTAL NET POSITION	<u>\$ 123,734,954</u>	<u>\$ 129,845,618</u>

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position Month Ended May 31, 2022 and 2023

	5/31/22	5/31/23
OPERATING REVENUES		
Charges for services	\$ 9,274,825	\$ 8,907,340
Other	669,224	744,769
Total operating revenues	9,944,049	9,652,109
OPERATING EXPENSES		
Operation and maintenance	5,184,638	4,490,243
Depreciation	2,012,895	2,054,365
Total operating expenses	7,197,533	6,544,608
Operating income	2,746,517	3,107,501
NONOPERATING REVENUES (EXPENSES)		
Interest income	(134,031)	330,907
Grant revenue	265,262	451,855
Miscellaneous income	106,587	114,184
Interest and fiscal charges	(625,597)	(583,370)
Amortization of debt premium net of discounts	188,650	188,650
Amortization of loss on advance refundings	(71,523)	(71,523)
Total nonoperating revenues (expenses)	(270,652)	430,703
Income before contributions and transfers	2,475,864	3,538,204
Capital contributions	5,959	19,969
Transfers out - tax equivalent	(1,147,355)	(1,115,300)
Change in net position	1,334,468	2,442,873
Net position - January 1	122,400,486	127,402,741
Net position - May 31	\$ 123,734,954	\$ 129,845,614

GREEN BAY WATER

MAY 2023 REVENUE BUDGET REPORT

FOR 2023 05

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD REVENUE	AVAILABLE	PCT
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET		BUDGET	USED
415000 MERCH & JOBBING REV	293,500	0	293,500	98,846.30	.00	194,653.70 33.7%
419900 INT INCOME-OPER FUND	40,000	0	40,000	207,714.00	.00	-167,714.00 519.3%
419904 INT INC-CONST FUND	0	0	0	8.68	.00	-8.68 100.0%
419911 INT INC-BOND REDEMPTION	5,000	0	5,000	27,987.55	.00	-22,987.55 559.8%
419920 INT INC-DEBT RESERVE	145,000	0	145,000	71,686.60	.00	73,313.40 49.4%
419925 UNREALIZED GAIN/LOSS DEBT RE	-150,000	0	-150,000	23,510.35	.00	-173,510.35 -15.7%
420000 GRANT REVENUE	0	0	0	451,855.18	.00	-451,855.18 100.0% (1)
421000 MISC NON-OPERATING INC	300,000	0	300,000	19,969.32	.00	280,030.68 6.7%
429440 AMORT PREM-GB-2004	124,305	0	124,305	51,793.90	.00	72,511.10 41.7%
429443 AMORT PREM ASH-2004	12,625	0	12,625	5,260.40	.00	7,364.60 41.7%
429460 AMORT PREM-GB-2014	82,167	0	82,167	34,236.20	.00	47,930.80 41.7%
429463 AMORT PREM-ASH-2014	8,345	0	8,345	3,477.15	.00	4,867.85 41.7%
429470 AMORT PREM-GB-2019	313,470	0	313,470	130,612.65	.00	182,857.35 41.7%
429473 AMORT PREM-ASH-2019	31,837	0	31,837	13,265.60	.00	18,571.40 41.7%
429480 AMORT PREM-GB-2021	16,940	0	16,940	7,058.35	.00	9,881.65 41.7%
461508 METERED RESIDENTIAL	5,175,000	0	5,175,000	1,874,644.45	.00	3,300,355.55 36.2%
461558 METERED COMMERCIAL	2,100,000	0	2,100,000	775,833.56	.00	1,324,166.44 36.9%
461608 METERED INDUSTRIAL	6,850,000	0	6,850,000	2,377,074.70	.00	4,472,925.30 34.7%
461658 METERED APARTMENT < 3 UNITS	2,320,000	0	2,320,000	910,857.74	.00	1,409,142.26 39.3%
461708 METERED MULTI FAMILY	1,550,000	0	1,550,000	608,424.25	.00	941,575.75 39.3%
461758 METERED RESTAURANT	160,000	0	160,000	67,931.19	.00	92,068.81 42.5%
461808 METERED MUNICIPAL	405,000	0	405,000	173,909.93	.00	231,090.07 42.9%
462000 PRIVATE FIRELINES	160,000	0	160,000	40,306.23	.00	119,693.77 25.2%
463000 PUBLIC FIRE PROTECTION	1,380,000	0	1,380,000	557,001.34	.00	822,998.66 40.4%
466003 SALES FOR RESALE-ASH	3,325,000	0	3,325,000	1,238,875.66	.00	2,086,124.34 37.3%
466004 SALES FOR RESALE-SCOTT	102,000	0	102,000	27,280.26	.00	74,719.74 26.7%
466005 SALES FOR RESALE-HOBART	380,000	0	380,000	164,307.75	.00	215,692.25 43.2%
466006 SALES FOR RESALE-WRIGHTSTOWN	175,000	0	175,000	90,893.08	.00	84,106.92 51.9%
470000 LATE PAYMENT PENALTIES	120,000	0	120,000	27,539.93	.00	92,460.07 22.9%
471000 TURN ON & SET REVENUE	42,000	0	42,000	15,335.00	.00	26,665.00 36.5%
472000 RENT-CELL TOWERS	141,523	0	141,523	66,127.00	.00	75,396.00 46.7%
472010 RENT-ADDITIONAL METERS	22,000	0	22,000	9,065.51	.00	12,934.49 41.2%
472020 RENT - LAND	1,000	0	1,000	.00	.00	1,000.00 .0%
474000 OTHER WATER REVENUE-MISC	1,500	0	1,500	1,080.56	.00	419.44 72.0%
474010 RETURN ON METER INVEST	110,000	0	110,000	.00	.00	110,000.00 .0%
474020 REBATES	30,000	0	30,000	20,366.87	.00	9,633.13 67.9%
474030 PRIVATE WELL PERMITS	500	0	500	400.00	.00	100.00 80.0%
474040 SALE OF SCRAP	10,000	0	10,000	10,439.20	.00	-439.20 104.4%
474050 TITLE COMPANY LETTERS	2,000	0	2,000	1,000.00	.00	1,000.00 50.0%
476000 SEWER REIMB FROM CITY	1,055,000	0	1,055,000	440,000.00	.00	615,000.00 41.7%
476100 STORM REIMB FROM CITY	405,000	0	405,000	168,750.00	.00	236,250.00 41.7%
TOTAL WATER UTILITY	27,245,712	0	27,245,712	10,814,726.44	.00	16,430,985.56 39.7%

(1) DNR Galvanized private service replacement program - not budgeted

GREEN BAY WATER

MAY 2023 EXPENSE BUDGET REPORT

FOR 2023 05

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
610 WATER UTILITY	APPROP	ADJUSTMTS	BUDGET			BUDGET	USED
1630 STORES EXPENSE	80,443	0	80,443	40,063.07	.00	40,379.93	49.8%
1840 CLEARING ACCOUNTS	535,143	0	535,143	-216,897.35	.00	752,040.35	-40.5%
4030 DEPRECIATION EXPENSE	5,112,113	0	5,112,113	2,054,365.00	.00	3,057,748.00	40.2%
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	54,772.20	.00	76,680.80	41.7%
4080 TAXES	2,978,324	0	2,978,324	1,115,300.04	.00	1,863,023.96	37.4%
4160 MERCHANDISING & JOBBING EXP	250,093	0	250,093	81,635.24	.00	168,457.76	32.6%
4260 OTHER INCOME DEDUCTIONS	456,321	0	456,321	.00	.00	456,321.00	.0%
4270 INTEREST ON LONG-TERM DEBT	1,400,088	0	1,400,088	583,370.07	.00	816,717.93	41.7%
4280 AMORTIZATION OF DEBT DISCOUNT	270,391	0	270,391	128,577.60	.00	141,813.40	47.6%
6020 PURCHASED WATER	8,000	0	8,000	2,023.45	.00	5,976.55	25.3%
6160 MAINTENANCE OF SUPPLY MAINS	135,894	0	135,894	20,120.78	2,540.00	113,233.22	16.7%
6200 PUMP OPS SUPERVISION & ENG	93,512	0	93,512	30,304.01	.00	63,207.99	32.4%
6230 FUEL OR POWER FOR PUMPING	980,000	0	980,000	315,699.77	.00	664,300.23	32.2%
6240 PUMP LABOR & EXPENSES	71,628	0	71,628	29,948.76	.00	41,679.24	41.8%
6260 MISC PUMPING EXPENSE	84,994	0	84,994	34,468.39	.00	50,525.61	40.6%
6300 PUMP MAINT SUPERVISION & ENG	26,991	0	26,991	15,964.93	.00	11,026.07	59.1%
6310 PUMP MAINT OF STRUCTURES	237,328	0	237,328	27,705.35	.00	209,622.65	11.7%
6320 PUMP MAINT OF POWER PROD EQUIP	29,500	0	29,500	167.74	40,710.34	-11,378.08	138.6% (1)
6330 MAINT OF PUMPING EQUIP	221,507	0	221,507	68,714.21	8,647.00	144,145.79	34.9%
6400 TREATMENT OPS SUPERVIS & ENG	82,147	0	82,147	30,966.03	.00	51,180.97	37.7%
6410 CHEMICALS	582,875	0	582,875	189,798.50	.00	393,076.50	32.6%
6420 WATER TREATMENT OPERATIONS EXP	1,359,712	0	1,359,712	279,744.07	.00	1,079,967.93	20.6%
6430 MISC WATER TREATMENT EXP	157,675	0	157,675	60,243.75	.00	97,431.25	38.2%
6500 TREATMENT MAINT SUPERVIS & ENG	31,686	0	31,686	11,695.95	.00	19,990.05	36.9%
6510 TREATMENT MAINT OF STRUCTURES	127,066	0	127,066	12,989.43	.00	114,076.57	10.2%
6520 MAINT OF TREATMENT EQUIP	383,220	0	383,220	115,860.37	.00	267,359.63	30.2%
6600 TRANS & DIST OPS SUP & ENG	262,501	0	262,501	96,919.65	.00	165,581.35	36.9%
6620 TRANS & DIST LINES EXPENSE	351,915	0	351,915	76,059.31	.00	275,855.69	21.6%
6630 METER EXPENSE	340,887	0	340,887	74,739.81	.00	266,147.19	21.9%
6640 CUSTOMER INSTALLATION EXP	136,068	0	136,068	549,224.09	.00	-413,156.09	403.6% (2)
6650 MISC TRANS & DIST EXPENSES	453,327	0	453,327	174,176.12	.00	279,150.88	38.4%
6720 MAINT OF DIST RES & STANDPIPES	33,898	0	33,898	8,449.49	.00	25,448.51	24.9%
6730 MAINT OF TRANS & DIST MAINS	1,657,735	0	1,657,735	291,237.72	.00	1,366,497.28	17.6%
6750 MAINT OF SERVICES	435,542	0	435,542	272,893.29	.00	162,648.71	62.7%
6760 MAINT OF METERS	95,269	0	95,269	27,818.25	.00	67,450.75	29.2%
6770 MAINT OF HYDRANTS	174,989	0	174,989	80,684.18	.00	94,304.82	46.1%
9020 METER READING EXPENSE	56,659	0	56,659	47,987.83	.00	8,671.17	84.7% (3)
9030 CUSTOMER RECORDS & COLLECTION	1,096,367	0	1,096,367	362,988.71	.00	733,378.29	33.1%
9040 UNCOLLECTIBLE ACCOUNTS	1,000	0	1,000	1,804.38	.00	-804.38	180.4%
9060 CUSTOMER SERVICE & INFORMATION	78,456	0	78,456	28,936.80	.00	49,519.20	36.9%
9200 ADMIN & GENERAL SALARIES	768,844	0	768,844	304,023.51	.00	464,820.49	39.5%
9210 OFFICE SUPPLIES & EXPENSES	119,134	0	119,134	41,424.67	.00	77,709.33	34.8%
9230 OUTSIDE SERVICES EMPLOYED	554,550	0	554,550	136,809.51	.00	417,740.49	24.7%
9240 PROPERTY INSURANCE	97,884	0	97,884	.00	.00	97,884.00	.0%

GREEN BAY WATER

MAY 2023 EXPENSE BUDGET REPORT

FOR 2023 05

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
9250 INJURIES & DAMAGES	64,500	0	64,500	6,118.64	.00	58,381.36	9.5%
9260 EMPLOYEE PENSIONS & BENEFITS	1,392,631	0	1,392,631	521,785.02	.00	870,845.98	37.5%
9280 REGULATORY COMMISSION EXP	10,000	0	10,000	.00	.00	10,000.00	.0%
9300 MISC GENERAL EXPENSES	60,589	0	60,589	29,259.05	.00	31,329.95	48.3%
9320 MAINT OF GENERAL PLANT	292,917	0	292,917	150,914.31	.00	142,002.69	51.5%
TOTAL WATER UTILITY	24,363,766	0	24,363,766	8,371,855.70	51,897.34	15,940,012.96	34.6%

- (1) PO for lake station generator - 3 year contract
- (2) Private side galvanized replacement program not budgeted due to direct reimbursement from DNR grant.
- (3) Meter reading software support paid at beginning of year.

GREEN BAY WATER
CASH POSITION
June 30, 2022 & 2023

	<u>6/30/2022</u>	<u>6/30/2023</u>
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 104,089	\$ 108,059
Associated Bank Checking	9,732,646	11,295,045
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	<u>9,838,435</u>	<u>11,404,804</u>
RESTRICTED CURRENT ASSETS		
Cash & Investments - Restricted		
Certificates of Deposit - Bond Redemption	2,890,000	2,867,000
Associated Bank Money Market Account - Bond Redemption	19,909	4,628
Associated Bank Checking - Private Service Replacement	5,965	158,877
Local Govt. Investment Pool - Construction Fund	216,747	-
Total Cash & Investments - Restricted	<u>3,132,621</u>	<u>3,030,505</u>
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	36,213	123,242
Associated Trust Certificates of Deposit	482,366	469,925
Associated Trust Municipal Bonds	5,603,755	5,904,668
Total Cash & Investments - Debt Reserve	<u>6,122,334</u>	<u>6,497,835</u>
 TOTAL CASH POSITION	 <u>\$ 19,093,390</u>	 <u>\$ 20,933,144</u>

GREEN BAY WATER**BALANCE SHEET**

June 30, 2022 & 2023

	AS OF <u>6/30/2022</u>	AS OF <u>6/30/2023</u>
ASSETS		
Current Assets		
Unrestricted Current Assets		
Cash & Investments - Operating & Maintenance	\$ 9,838,435	\$ 11,404,804
Accounts Receivable - Customer Accounts	11,134,241	11,439,755
Inventories	523,409	820,798
Prepaid Items	140,970	158,150
Total Unrestricted Current Assets	<u>21,637,055</u>	<u>23,823,507</u>
Restricted Current Assets		
Cash & Investments - Bond Redemption Fund	2,909,909	2,871,628
Interest Receivable	1,378	28,826
Cash & Investments - Private Service Replacement Fund	5,965	158,877
Accounts Receivable - Grants	448,727	680
Total Restricted Current Assets	<u>3,365,979</u>	<u>3,060,011</u>
Total Current Assets	<u>25,003,034</u>	<u>26,883,518</u>
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	6,122,334	6,497,835
Accrued Interest	38,418	43,529
Cash & Investments - Construction Fund	216,747	-
Net Pension Asset	1,675,610	2,127,002
Total Restricted Assets	<u>8,053,109</u>	<u>8,668,366</u>
Other Assets		
Unamortized Ashwaubenon Booster	1,183,080	1,051,626
Unamortized Wrightstown Grant	427,275	395,625
Total Other Assets	<u>1,610,355</u>	<u>1,447,251</u>
Capital Assets		
Property, Plant & Equipment	243,366,910	254,398,838
Less: Accumulated Depreciation	<u>(100,870,095)</u>	<u>(106,035,493)</u>
Net Property, Plant & Equipment	142,496,815	148,363,345
Construction in Progress	6,338,271	587,521
Total Capital Assets	<u>148,835,086</u>	<u>148,950,866</u>
Total Noncurrent Assets	<u>158,498,550</u>	<u>159,066,483</u>
TOTAL ASSETS	<u>183,501,584</u>	<u>185,950,001</u>
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	417,585	260,133
Deferred Outflows - Pension	2,132,984	4,737,486
Total Deferred Outflows of Resources	<u>2,550,569</u>	<u>4,997,619</u>

GREEN BAY WATER**BALANCE SHEET**

June 30, 2023

	AS OF <u>6/30/2022</u>	AS OF <u>6/30/2023</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 166,078	\$ 49,233
Sewer Collections Payable	6,335,973	6,889,577
Storm Water Collections Payable	2,995,891	3,354,048
Accrued Payroll Taxes	50,336	31,485
Accrued Payroll, Vacation & Sick Leave Pay	260,631	284,960
Accrued Taxes	1,228,598	1,183,574
Payable from Restricted Assets		
Current Portion of Long - Term Debt	4,205,000	4,305,000
Accrued Interest	250,239	233,348
Total Current Liabilities	<u>15,492,746</u>	<u>16,331,225</u>
Long - term Obligations, Less Current Portion		
Revenue Bonds - Net of Premiums & Discounts	42,697,794	37,954,238
Accrued Vacation & Sick Leave Pay	264,364	188,966
Total Current Liabilities	<u>42,962,158</u>	<u>38,143,204</u>
TOTAL LIABILITIES	<u>58,454,904</u>	<u>54,474,429</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred Inflows - Pension	<u>3,041,600</u>	<u>5,627,565</u>
NET POSITION		
Contributed Capital - City of Green Bay	736,907	736,907
Net Investment in Capital Assets	102,349,877	106,951,761
Restricted	10,952,103	11,495,029
Unrestricted	<u>10,516,762</u>	<u>11,661,929</u>
TOTAL NET POSITION	<u>\$ 124,555,649</u>	<u>\$ 130,845,626</u>

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position Month Ended June 30, 2022 and 2023

	6/30/22	6/30/23
OPERATING REVENUES		
Charges for services	\$ 11,381,855	\$ 11,160,528
Other	834,497	950,195
Total operating revenues	12,216,352	12,110,723
OPERATING EXPENSES		
Operation and maintenance	6,125,321	5,416,719
Depreciation	2,415,474	2,465,238
Total operating expenses	8,540,795	7,881,957
Operating income	3,675,557	4,228,766
NONOPERATING REVENUES (EXPENSES)		
Interest income	(143,273)	393,146
Grant revenue	448,727	533,752
Miscellaneous income	155,422	166,829
Interest and fiscal charges	(750,716)	(700,044)
Amortization of debt premium net of discounts	226,380	226,380
Amortization of loss on advance refundings	(85,828)	(85,828)
Total nonoperating revenues (expenses)	(149,288)	534,235
Income before contributions and transfers	3,526,269	4,763,001
Capital contributions	5,959	19,969
Transfers out - tax equivalent	(1,377,065)	(1,340,085)
Change in net position	2,155,163	3,442,885
Net position - January 1	122,400,486	127,402,741
Net position - June 30	\$ 124,555,649	\$ 130,845,626

GREEN BAY WATER

JUNE 2023 REVENUE BUDGET REPORT

FOR 2023 06

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD REVENUE	AVAILABLE	PCT
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET		BUDGET	USED
415000 MERCH & JOBBING REV	293,500	0	293,500	146,671.30	.00	146,828.70 50.0%
419900 INT INCOME-OPER FUND	40,000	0	40,000	255,463.49	.00	-215,463.49 638.7%
419904 INT INC-CONST FUND	0	0	0	8.93	.00	-8.93 100.0%
419911 INT INC-BOND REDEMPTION	5,000	0	5,000	37,900.74	.00	-32,900.74 758.0%
419920 INT INC-DEBT RESERVE	145,000	0	145,000	89,649.12	.00	55,350.88 61.8%
419925 UNREALIZED GAIN/LOSS DEBT RE	-150,000	0	-150,000	10,123.91	.00	-160,123.91 -6.7%
420000 GRANT REVENUE	0	0	0	533,751.93	.00	-533,751.93 100.0%
421000 MISC NON-OPERATING INC	300,000	0	300,000	19,969.32	.00	280,030.68 6.7%
429440 AMORT PREM-GB-2004	124,305	0	124,305	62,152.68	.00	62,152.32 50.0%
429443 AMORT PREM ASH-2004	12,625	0	12,625	6,312.48	.00	6,312.52 50.0%
429460 AMORT PREM-GB-2014	82,167	0	82,167	41,083.44	.00	41,083.56 50.0%
429463 AMORT PREM-ASH-2014	8,345	0	8,345	4,172.58	.00	4,172.42 50.0%
429470 AMORT PREM-GB-2019	313,470	0	313,470	156,735.18	.00	156,734.82 50.0%
429473 AMORT PREM-ASH-2019	31,837	0	31,837	15,918.72	.00	15,918.28 50.0%
429480 AMORT PREM-GB-2021	16,940	0	16,940	8,470.02	.00	8,469.98 50.0%
461508 METERED RESIDENTIAL	5,175,000	0	5,175,000	2,485,823.81	.00	2,689,176.19 48.0%
461558 METERED COMMERCIAL	2,100,000	0	2,100,000	956,729.03	.00	1,143,270.97 45.6%
461608 METERED INDUSTRIAL	6,850,000	0	6,850,000	2,947,979.11	.00	3,902,020.89 43.0%
461658 METERED APARTMENT < 3 UNITS	2,320,000	0	2,320,000	1,117,059.06	.00	1,202,940.94 48.1%
461708 METERED MULTI FAMILY	1,550,000	0	1,550,000	733,742.48	.00	816,257.52 47.3%
461758 METERED RESTAURANT	160,000	0	160,000	81,900.05	.00	78,099.95 51.2%
461808 METERED MUNICIPAL	405,000	0	405,000	203,170.19	.00	201,829.81 50.2%
462000 PRIVATE FIRELINES	160,000	0	160,000	81,329.78	.00	78,670.22 50.8%
463000 PUBLIC FIRE PROTECTION	1,380,000	0	1,380,000	701,602.21	.00	678,397.79 50.8%
466003 SALES FOR RESALE-ASH	3,325,000	0	3,325,000	1,516,016.66	.00	1,808,983.34 45.6%
466004 SALES FOR RESALE-SCOTT	102,000	0	102,000	35,159.67	.00	66,840.33 34.5%
466005 SALES FOR RESALE-HOBART	380,000	0	380,000	209,120.17	.00	170,879.83 55.0%
466006 SALES FOR RESALE-WRIGHTSTOWN	175,000	0	175,000	90,893.08	.00	84,106.92 51.9%
470000 LATE PAYMENT PENALTIES	120,000	0	120,000	34,210.50	.00	85,789.50 28.5%
471000 TURN ON & SET REVENUE	42,000	0	42,000	20,155.00	.00	21,845.00 48.0%
472000 RENT-CELL TOWERS	141,523	0	141,523	104,959.72	.00	36,563.28 74.2%
472010 RENT-ADDITIONAL METERS	22,000	0	22,000	10,467.22	.00	11,532.78 47.6%
472020 RENT - LAND	1,000	0	1,000	1,000.00	.00	.00 100.0%
474000 OTHER WATER REVENUE-MISC	1,500	0	1,500	35,925.69	.00	-34,425.69 2395.0%
474010 RETURN ON METER INVEST	110,000	0	110,000	.00	.00	110,000.00 .0%
474020 REBATES	30,000	0	30,000	20,366.87	.00	9,633.13 67.9%
474030 PRIVATE WELL PERMITS	500	0	500	500.00	.00	.00 100.0%
474040 SALE OF SCRAP	10,000	0	10,000	11,125.10	.00	-1,125.10 111.3%
474050 TITLE COMPANY LETTERS	2,000	0	2,000	1,140.00	.00	860.00 57.0%
476000 SEWER REIMB FROM CITY	1,055,000	0	1,055,000	528,000.00	.00	527,000.00 50.0%
476100 STORM REIMB FROM CITY	405,000	0	405,000	202,500.00	.00	202,500.00 50.0%
TOTAL WATER UTILITY	27,245,712	0	27,245,712	13,519,259.24	.00	13,726,452.76 49.6%

(1) DNR galvanized private service replacement program - not budgeted
 (2) Reimbursement from insurance for 2022 filter plant electrical fire.

GREEN BAY WATER

JUNE 2023 EXPENSE BUDGET REPORT

FOR 2023 06

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
1630 STORES EXPENSE	80,443	0	80,443	46,367.35	.00	34,075.65	57.6%
1840 CLEARING ACCOUNTS	535,143	5,000	540,143	-242,864.29	.00	783,007.29	-45.0%
4030 DEPRECIATION EXPENSE	5,112,113	0	5,112,113	2,465,238.00	.00	2,646,875.00	48.2%
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	65,726.64	.00	65,726.36	50.0%
4080 TAXES	2,978,324	0	2,978,324	1,340,085.03	.00	1,638,238.97	45.0%
4160 MERCHANDISING & JOBBING EXP	250,093	0	250,093	103,233.75	.00	146,859.25	41.3%
4260 OTHER INCOME DEDUCTIONS	456,321	0	456,321	.00	.00	456,321.00	.0%
4270 INTEREST ON LONG-TERM DEBT	1,400,088	0	1,400,088	700,044.12	.00	700,043.88	50.0%
4280 AMORTIZATION OF DEBT DISCOUNT	270,391	0	270,391	154,293.12	.00	116,097.88	57.1%
6020 PURCHASED WATER	8,000	0	8,000	2,023.45	.00	5,976.55	25.3%
6160 MAINTENANCE OF SUPPLY MAINS	135,894	0	135,894	24,617.22	2,540.00	108,736.78	20.0%
6200 PUMP OPS SUPERVISION & ENG	93,512	0	93,512	35,396.63	.00	58,115.37	37.9%
6230 FUEL OR POWER FOR PUMPING	980,000	0	980,000	404,484.41	.00	575,515.59	41.3%
6240 PUMP LABOR & EXPENSES	71,628	0	71,628	38,499.84	.00	33,128.16	53.7%
6260 MISC PUMPING EXPENSE	84,994	0	84,994	35,326.51	.00	49,667.49	41.6%
6300 PUMP MAINT SUPERVISION & ENG	26,991	0	26,991	21,177.48	.00	5,813.52	78.5%
6310 PUMP MAINT OF STRUCTURES	237,328	0	237,328	34,074.79	.00	203,253.21	14.4%
6320 PUMP MAINT OF POWER PROD EQUIP	29,500	0	29,500	9,983.84	2,405.94	17,110.22	42.0%
6330 MAINT OF PUMPING EQUIP	221,507	0	221,507	81,778.22	8,647.00	131,081.78	40.8%
6400 TREATMENT OPS SUPERVIS & ENG	82,147	0	82,147	37,951.37	.00	44,195.63	46.2%
6410 CHEMICALS	582,875	0	582,875	223,404.99	.00	359,470.01	38.3%
6420 WATER TREATMENT OPERATIONS EXP	1,359,712	-5,024	1,354,688	334,967.98	.00	1,019,720.02	24.7%
6430 MISC WATER TREATMENT EXP	157,675	5,024	162,699	76,218.09	.00	86,480.91	46.8%
6500 TREATMENT MAINT SUPERVIS & ENG	31,686	0	31,686	14,811.66	.00	16,874.34	46.7%
6510 TREATMENT MAINT OF STRUCTURES	127,066	0	127,066	15,109.20	.00	111,956.80	11.9%
6520 MAINT OF TREATMENT EQUIP	383,220	0	383,220	131,390.26	.00	251,829.74	34.3%
6600 TRANS & DIST OPS SUP & ENG	262,501	0	262,501	118,127.77	.00	144,373.23	45.0%
6620 TRANS & DIST LINES EXPENSE	351,915	0	351,915	114,985.88	.00	236,929.12	32.7%
6630 METER EXPENSE	340,887	0	340,887	83,510.88	.00	257,376.12	24.5%
6640 CUSTOMER INSTALLATION EXP	136,068	0	136,068	653,528.43	.00	-517,460.43	480.3% (1)
6650 MISC TRANS & DIST EXPENSES	453,327	0	453,327	209,642.48	.00	243,684.52	46.2%
6720 MAINT OF DIST RES & STANDPIPES	33,898	0	33,898	16,737.49	.00	17,160.51	49.4%
6730 MAINT OF TRANS & DIST MAINS	1,657,735	-5,000	1,652,735	346,022.49	.00	1,306,712.51	20.9%
6750 MAINT OF SERVICES	435,542	0	435,542	310,895.27	.00	124,646.73	71.4%
6760 MAINT OF METERS	95,269	0	95,269	33,690.67	.00	61,578.33	35.4%
6770 MAINT OF HYDRANTS	174,989	0	174,989	88,502.73	.00	86,486.27	50.6%
9020 METER READING EXPENSE	56,659	0	56,659	49,098.23	.00	7,560.77	86.7% (2)
9030 CUSTOMER RECORDS & COLLECTION	1,096,367	0	1,096,367	449,532.14	.00	646,834.86	41.0%
9040 UNCOLLECTIBLE ACCOUNTS	1,000	0	1,000	1,891.32	.00	-891.32	189.1%
9060 CUSTOMER SERVICE & INFORMATION	78,456	0	78,456	34,686.24	.00	43,769.76	44.2%
9200 ADMIN & GENERAL SALARIES	768,844	0	768,844	364,007.72	.00	404,836.28	47.3%
9210 OFFICE SUPPLIES & EXPENSES	119,134	0	119,134	47,706.99	.00	71,427.01	40.0%
9230 OUTSIDE SERVICES EMPLOYED	554,550	0	554,550	166,833.79	.00	387,716.21	30.1%
9240 PROPERTY INSURANCE	97,884	0	97,884	.00	.00	97,884.00	.0%

GREEN BAY WATER

JUNE 2023 EXPENSE BUDGET REPORT

FOR 2023 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED	
9250 INJURIES & DAMAGES	64,500	0	64,500	6,118.64	.00	58,381.36	9.5%	
9260 EMPLOYEE PENSIONS & BENEFITS	1,392,631	0	1,392,631	630,379.77	.00	762,251.23	45.3%	
9280 REGULATORY COMMISSION EXP	10,000	0	10,000	.00	.00	10,000.00	.0%	
9300 MISC GENERAL EXPENSES	60,589	0	60,589	29,963.40	.00	30,625.60	49.5%	
9320 MAINT OF GENERAL PLANT	292,917	0	292,917	167,177.13	1,798.00	123,941.87	57.7%	
TOTAL WATER UTILITY	24,363,766	0	24,363,766	10,076,379.12	15,390.94	14,271,995.94	41.4%	

- (1) Private side galvanized replacement program not budgeted due to direct reimbursement from DNR grant.
- (2) Meter reading software support paid at beginning of year.



Green Bay Water Commission **NEW POLICY APPROVAL**

DATE: July 31, 2023
TO: Green Bay Water Commission
FROM: Nancy Quirk, P.E., General Manager, Green Bay Water
RE: Implementation of Policy 701.5 – Use of the Green Bay Water Training Center

I kindly request approval of a new policy regarding the use of the recently established Green Bay Water Training Center, appended to our main office building. The policy, numbered 701.5, was drafted with the aim of establishing clear guidelines for the usage of this facility.

POLICY #:	701.5		
POLICY TITLE:	Use of the Green Bay Water Training Center		
DEPARTMENT:	Administration		
WATER COMMISSION APPROVAL DATE:			
EFFECTIVE DATE:			LAST UPDATE:

Employees of Green Bay Water, along with any other Green Bay Water Training Center users, must be aware of and adhere to the rules stated in the Green Bay Water Training Center Rental and Use Guidelines. Any organization wishing to use the Training Center must sign the Green Bay Water Utility Training Center Rental Agreement prior to reserving the facility. Staff members from the Green Bay Water Utility are responsible for ensuring that the usage of the Training Center does not impede regular Green Bay Water Utility operations.



Green Bay Water Commission

MEMORANDUM

DATE: July 31, 2023
TO: Green Bay Water Commission
FROM: General Manager Nancy Quirk and Distribution Manager Jason Maes
RE: Service Body Bids Recommendations for Green Bay Water

We are respectfully requesting the commission's approval of bid proposals for a new service body for Green Bay Water. A service body refers to a specialized vehicle designed with various compartments and storage spaces to carry tools, equipment, and supplies, essential for service or maintenance operations.

QUOTATIONS FOR SERVICE BODY (Budgeted \$34,587.00)				
<i>Dealer</i>	<i>Model</i>	<i>Quoted Price (for one*)</i>	<i>Delivery</i>	<i>Notes</i>
Olson Trailer & Body LLC	Knapheide 6108D54	\$23,200.00	215 Days	Meets specs
Casper Truck				Unable to bid

Given that there was only one respondent to the bid, we recommend awarding the contract to Olson Trailer & Body LLC for the amount bid as indicated in the table above.

The necessary funds for this purchase are allocated in the 2023 budget.

We appreciate your consideration.



Green Bay Water Commission

MEMORANDUM

DATE: July 31, 2023
TO: Green Bay Water Commission
FROM: Nancy Quirk, P.E., General Manager, Green Bay Water
RE: 2023 Sanitary Survey

Under [NR 809.35\(1\)\(a\)\(a\)](#), our community water system is required to undergo a sanitary survey every three years. This survey is conducted by the Wisconsin Department of Natural Resources (WDNR) and entails a thorough on-site inspection of our Utility's water sources, facilities, equipment, operations, maintenance, and compliance with public water system monitoring regulations. The goal of this evaluation is to assess the system's adequacy, its operations, sources, and the provision of safe drinking water. Furthermore, the survey seeks to identify potential contamination sources based on source water monitoring evaluations or any other relevant information.

During the week of June 19, 2023, our Utility team worked in tandem with the WDNR on-site. Wendy Anderson, P.E. noted in her official survey report—which is attached for your perusal—that the system and operations were found to be in "excellent condition," and our staff was acknowledged as being "knowledgeable and very helpful." While no deficiencies requiring immediate attention were detected, the WDNR did provide a series of recommendations for our future consideration.

Although we have attached the full report for your convenience, I would like to explain certain technical terms commonly employed by engineers in the regulatory field that may be misconstrued as alarming without proper context:

- *Significant deficiencies* refer to noncompliance with one or more Wisconsin Administrative Codes.
- *Deficiencies* represent issues in the drinking water system that could pose serious health risks or embody long-term health hazards to consumers. Such deficiencies might indicate noncompliance with one or more Wisconsin Administrative Codes.
- *Recommendations* aim to resolve issues in the water system that could potentially impede a public drinking water system from consistently delivering safe drinking water to consumers.
- *Non-Conforming Features* are aspects of the system that conformed to code requirements at the time of the drinking water system's installation, but do not adhere to the current code. These features are not categorized as deficiencies; however, they will need to be rectified in the future when the system undergoes major upgrades. Should the department determine that a health risk is present due to the non-conforming feature, a sooner correction may be mandated.

The Senior Management Team at Green Bay Water will take these observations into account in future planning and development initiatives.



July 18, 2023

PWS ID 40503562
Green Bay Waterworks-MC
Brown County

Ms. Nancy Quirk, General Manager
Green Bay Water Utility
631 S. Adams Street
P.O. Box 1224
Green Bay, WI 54305-1210

Subject: 2023 Green Bay Waterworks Sanitary Survey Report

Dear Nancy Quirk:

The purpose of a sanitary survey is to evaluate the system's source, facilities, equipment, operation, maintenance, and management as they relate to providing safe drinking water. The sanitary survey is also an opportunity to update the department's records, provide technical assistance, and identify potential risks that may adversely affect drinking water quality.

During the week of June 19, 2023, Bradley Siefker and I conducted a sanitary survey of your water system, Green Bay Waterworks. The inspection included participation by your staff, including Russ Hardwick, Jeff Possi, Brian Powell, Jason Maes, Justin Hewitt, Jonathan Peters, Stephanie Rogers and Marc McGovern. I received all remaining documentation on July 10. This report outlines the final findings of the survey.

The department found the system and operations in excellent condition and all staff were knowledgeable and very helpful! While no deficiencies requiring action were identified, please consider implementing the recommendations and correcting the non-conforming features discussed in this letter.

Recommendations

During the sanitary survey, three recommendations were identified. Recommendations are problems in the water system that may hinder your public water system from consistently providing safe drinking water to consumers.

Recommendation
1. Since the removal from service of the ground storage reservoir at Well 2 in 2019, the Well 2 pump/motor may not have the capacity to efficiently discharge into the distribution system. While Well 2 is an Emergency Well and not likely to be used routinely, the Utility should evaluate the well pump/motor the next time the well is inspected and, if appropriate, upgrade it at that time. Prior plan approval for a pump upgrade is required.
2. The department recommends the Utility develop a policy to either require the owner of private water mains to provide documentation showing that private hydrants are flushed regularly, and the valves are exercised routinely, or Utility staff conduct this work and the property owner pays for this service and the water used under a contract-type arrangement. The Public Service Commission does not allow communities to provide this service to private owners within the budget funded by all water rate payers, yet it is critical that ALL hydrants and valves remain operable for protection of life and property in the event of a fire.

Recommendation
3. In 2012 the Utility developed a Well Head Protection Plan for the emergency wells and on February 4, 2014, the City of Green Bay adopted an ordinance to institute land use regulations and restrictions to protect these wells. Section 21.10(6)(d) of this ordinance requires the owners of all existing facilities located within the well head protection area develop a contingency plan and provide a copy to Green Bay Water Utility. To date, neither the City nor the Utility have enforced this aspect of the ordinance. The department encourages the Utility to move forward with this in order to protect these investments.

Non-Conforming Features

The following features are not deficiencies, but do not conform to current standards for community systems. These must be upgraded when a public health risk exists (water-borne illness, water quality complaints, positive bacteria sampling, cross connections and potential for contamination can all be considered when determining public health risk) or it falls within a reviewable project per s. NR 811.01, Wis. Adm. Code. Not all nonconforming features are listed; these are the most significant.

Non-Conforming Features
1. There are four (4) areas within the Utility's distribution system where existing looped, privately-owned water mains have two connections to the Utility's water main without properly installed check valves on the piping, as required in s. NR 811.68(3), Wis. Adm. Code. These locations are all properly identified in the Utility's GIS. If modifications are made to either the Utility's mains or the private mains, the required check valves must be installed.
2. Not all river crossings greater than fifteen feet have valves and test ports as required in s. NR 811.76(2), Wis. Adm. Code. There are seven locations in the distribution system where this requirement is not met. When future work is done near these crossing, the Utility shall install the appropriate valves and test ports. This work requires prior plan approval.
3. There is an area within the Hobart Zone where pressure can be as low as 31 psi. If storage or primary pumping facilities in a distribution system cannot maintain a minimum static pressure of 35 psi throughout the distribution system at street level, a boosted pressure zone is required to serve those portions of the system with less than 35 psi, as required in s. NR 811.79, Wis. Adm. Code. This issue is not identified as a deficiency because the issue is well known, documented, has been an issues since the standpipe was constructed, the Utility has not had any complaints regarding water pressure from the residents in this area and the Utility plans to address this issue when the current paint/coating on the Hobart Standpipe exceeds its life.
4. When pressurized chlorine gas is present, the leak detection equipment shall be equipped with an automatic chlorine cylinder shutdown valve to protect against entrance into the room when one or more tanks are leaking. SCADA alarm systems alone do not protect against on-site waterworks staff from entering the room. In addition, eye washes are required. Whenever modifications are made to the gas chlorination systems, the Utility must upgrade the facilities to meet the requirements of s. NR 811.48, Wis. Adm. Code.
5. Wells with vertical turbine pumps in casings 10-inches and larger are required to be equipped with a well vent that is 2-inches in diameter or larger installed through the well pump casing, well seal, or

Non-Conforming Features
concrete pump base to ensure adequate venting. In addition, the vent discharge shall be at least 12" above the floor. When work is done on these wells, the Utility shall install at least one adequately sized well vent in accordance with s. NR 811.36(1), Wis. Adm. Code.
6. Pump bases are required to be a minimum of 12 inches above the floor. This is to provide additional free board above the floor in case the interior of the pump house is flooded. A broken pipe or cracked valve within the pumphouse can allow the room to rapidly fill with water. When work is done on these wells, the utility shall extend the well casing and install a new pump base in accordance with s. NR 811.31(1)(a), Wis. Adm. Code.
7. The Utility has pressure reducing valve (PRV) vaults in the distribution system that do not meet the requirements found in ss. NR 811.25 and 811.84, Wis. Adm. Code, including: a. Sump pump discharge shall terminate at least 24-inches above grade in a downward facing U-bend with a 24-mesh corrosion resistant screen. b. Ventilation piping shall terminate at least 24-inches above grade in a downward facing U-bend with a 24-mesh corrosion resistant screen. c. All access hatches shall terminate a minimum of 24-inches above grade.
8. There have been several changes to department code requirements for elevated towers, standpipes and ground storage reservoirs pertaining to overflows, access hatches, vents, and inlet/outlet discharge lines. The following is a list of some of the requirements from s. NR 811.64, Wis. Adm. Code, that the Utility must upgrade, as applicable, during the next reviewable project. The department recommends you address them as soon as possible. a. On elevated tanks and standpipes, access hatches to the wet interior shall be framed a minimum of 4-inches above the surface of the roof. b. On ground storage reservoirs, access hatches shall be framed a minimum of 24-inches above the top or covering sod. c. On elevated tanks and standpipes, vents shall terminate in a U-bend or mushroom cap with the opening at least 4-inches above the roof and covered with 4-24 mesh corrosion resistant screen. Mushroom caps shall be provided with an automatic-resetting, pressure-vacuum relief, "frost-proof" mechanism. d. On ground storage reservoirs, vents shall terminate in a U-bend or mushroom cap with the opening at least 24-36 inches above the roof or sod and covered with a 24-mesh corrosion resistant screen. e. Openings in storage structure roofs or tops (U-bend vents, valves) shall have a 4-inch high curbing or sleeved with proper flashing to prevent access of surface or floor drainage into the structure. f. All ground storage reservoirs shall be covered with a flexible waterproof membrane with a minimum thickness of 0.060 inches and have a minimum slope of 0.015 ft/ft. g. Elevated tanks with riser pipes greater than 8-inches in diameter shall have protective bars installed over the riser openings inside the tank.

Non-Conforming Features
Consider inspecting the two elevated tanks located at the filter plant to determine if the criteria below are met.

Reminders and Other Follow-Up

1. As discussed during the inspection, staff will begin routine verification of calibration of the portable chlorine analyzers on a regular basis. At a minimum, the operator will check the calibration of each analyzer used when collecting distribution system bacteriological samples at least once every ten samples and the analyzer used at the Grandview station. An example log was provided in an email on July 11.
2. The Utility must obtain plan approval for all projects that potentially affect the quality or quantity of the water supply. Examples of planned Utility projects that require prior plan approval are included below. Please follow the plan review process outlined on our website at:
<http://dnr.wi.gov/topic/drinkingwater/planreview.html>.
 - a. Replacement 54/57 vault with Bay Highlands vault.
 - b. Installation of a SolarBee Mixer in the Quincy Tank.
 - c. New sanitary sewer for conveying treatment plant waste from the filter plant. Review is needed to ensure the upstream manhole rim will be constructed at least one foot below the finished floor elevation of the treatment water storage.
 - d. Clearwell effluent meter replacements with insertion meters.
 - e. Auxiliary power replacements at the Lake Station and Filter plant.
 - f. Piping modifications needed when the Raw Water Booster Station is abandoned to address water from the surge valves.
3. All water storage structures must be drained and inspected every 10 years. With the exception of the Quincy Tower, all remaining finished water storage structures are due for a drain inspection in the next two years - Filter Plant Clear Wells and Grandview in 2023, Hobart SP, Huron, and Mt. Mary in 2024.
4. Following all water storage facility inspections, the Utility shall submit a completed department inspection report (Form 3300-248) to me per s. NR 810.14(4), Wis. Adm. Code. Supplemental reports, photos or videos shall also be provided.
5. On an annual basis, the Utility must conduct and document inspections of the screening on the vents and overflows, watertight seals on the inspection hatches on each towers, standpipe and ground storage reservoirs and make repairs as necessary, in accordance with s. NR 810.14(1), Wis. Adm. Code. Documentation of this inspection can be a notation in your daily logbook, monthly report, receipt by a private contractor, photos or any other method to show the date the work was completed.
6. Relays of water mains require prior plan approval if any of the following have changed: size, material, or location (i.e. if it is not in the same trench as the original pipe).

System Summary

The water supply system is owned by the City of Green Bay and operated by the Green Bay Water Utility. The water supply system contains two raw water intakes, two shore wells, six low lift pumps delivering raw water to the filtration plant, three ozone contact tanks, one rapid mix basin, six flocculation basins, five sedimentation basins, 12 dual media filters, three clear wells, two sludge lagoons, about 511 miles of water main, three elevated storage tanks, one standpipe, one ground storage reservoir, eight emergency groundwater wells, three booster stations and 14 pressure reducing stations defining seven pressure zones.

The current approved Great Lakes Compact Withdrawal Baseline Level is 54 MGD and is based on the capacity of the eight emergency wells and the 42 MGD filtration plant.

Raw Water Intakes: One primary 6,000-foot intake supplies water from Lake Michigan to the shore well. This intake was installed in 1956. A second, 3,000-foot intake, is used as a backup. Each intake has nine inlet cones at the endpoint.

Chlorine is being added at the entrance of the primary intake for zebra mussel control. Underwater inspections of the intakes conducted every other year, have revealed minimal concern over zebra mussel encrustation.

Shore Well: The lake station is located on the shore of Lake Michigan and includes two shore wells, bar screens, low lift pumps, a diesel-fueled generator, and a gas chlorine feed system.

The north shore well building includes an air system for valve operation and five, vertical-turbine pumps with 800 HP motors and capacities of 9 MGD /6300 gpm, three of which have VFDs. The south shore well building includes one split-case centrifugal pump with a soft start and a capacity of 9.5 MGD.

The chlorine room contains two, one-ton cylinders of chlorine gas for use in zebra mussel control, with dosing typically so that the chlorine residual at the filter plant is non-detectable. Disinfectant-levels of chlorine gas can be added to the shore wells at a concentration of 0.5 mg/L if the ozone system is out of service. This was done when the ozone was out of service from November 2 to 17, 2022.

Raw Water Transmission Main: There are two transmission mains from the lake station to the filter plant. The original main is a 42-inch line that was constructed in 1955 and has a capacity of 24 MGD when pumping directly from the lake to the plant. The second transmission main was installed in 2005. This main is 54-inch diameter and runs parallel to the 42-inch line. Since 2018, in response to issues related to corrosion control, the Utility scours excess turbidity from the piping, annually, by increasing the flow to 3.5 fps in the 54-inch line and 5 fps in the 42-inch line. Normal flow velocity is 1 fps.

Raw Water Booster Station: A raw water booster station is located approximately halfway between the lake station and the filtration plant. This station includes a 1 MG reservoir and two-20,850 gpm horizontal centrifugal booster pumps. Since the installation of the 54-inch transmission main in 2005, the station has not been needed to meet higher demands. Historically the plan was to use the station if the 54-inch transmission main was out of service during peak demand, which would increase the capacity of the 42-inch line to 42 MGD; however, the station hasn't been maintained and is planned to be abandoned. Department staff no longer inspect this facility during sanitary surveys.

Ozone (42 MGD): Ozone was originally designed in the mid-1990's to provide primary disinfection to the raw water in anticipation of new EPA rules. The addition of ozone is currently recognized by the department for taste and odor control only and is operated at the highest level that will not impact the formation of bromate. The facilities are designed to provide an average ozone dose of 3.5 mg/L and a maximum dose of 4.5 mg/L; however, the plant is operated at 0.5 to 1.7 mg/L with the higher dose in the summer. Hydraulic contact time is designed to provide 40 minutes at 42 MGD.

Liquid oxygen is used for the feed gas for ozone generation. There are three (2 active, 1 standby), medium-frequency ozone generators. Space is provided for a fourth. Each has a capacity of 800 lbs/day at a constant ozone-in-oxygen concentration of 10 percent by weight.

At the filter plant, the discharge from the 42-inch and 54-inch raw-water transmission mains flows into an influent box with an overflow. The raw water then flows into the influent channel and through 30-inch lines to each of three ozone contactor trains. Each train consists of an over and under diffusion basin followed by a horizontal serpentine contact basin.

Sodium bisulfite is provided for quenching excess ozone and is applied just prior to the weir at the end of each contactor at a dose of 2.2 times the excess ozone based on the residual recorded at the effluent channel.

Two, ozone-destruct blowers maintain a minimum vacuum in the contactors of three inches. The ozone off gas is taken off the last diffuser basin and run through a demister before going to one of two thermal catalytic off gas destruct units. The destruct units vent to the roof. The plant has not experienced any froth or foam problems and no spray system for froth and foam reduction exists. A spray system can be retrofitted, if needed.

Elevated Ozone Cooling Water Tank: This 150,000-gallon tank was previously used as the wash water tank, but in 2005 when the new wash water tank was constructed, this tank was repurposed to store water for cooling the ozone generators, house water for cleaning and carrier water for sodium hypo system. The source of water is filter effluent prior to chlorine and fluoride addition. The spent cooling water is returned to the raw water influent channel downstream of the raw water meter. This water may also be used for filter backwash if necessary. The Utility does not routinely inspect the tank.

Rapid Mix (42 MGD): Each ozone contactor has a 42-inch, effluent line which flows into a common 60-inch raw water, influent line to the rapid mix basin. This singular basin may be a point of vulnerability. The Utility will address this if/when the plant is expanded. Two, Water Champ submersible rapid mix units are in the basin; one is used as a back-up. The units are oriented horizontally and counter-flow at the end of the influent pipe.

The primary coagulant is PolyAluminum HydroxyChloride (Hyperlon 1050A) and the feed point is the suction inlet of the Water Champ unit. A secondary coagulant feed line was installed in 1997 to the 60-inch raw water feed line but hasn't been used.

The coagulant is also added after settling, before the filters and to the filter backwash water flowing to the cistern. The amount of coagulant used at all three locations is recorded as a daily total on the monthly report.

The coagulant is stored in two fiberglass bulk tanks and fed from two fiberglass day tanks. Control of the feeders is automatic through a double-feed, back loop. The bulk tank is stored in a room with a containment area. The day tank room also has a dedicated containment area and the floor drain within this area is sealed.

Flocculation/Slow Mix: An influent trough feeds the six flocculation basins, each with three stages and six mixers. The openings into and out of the basins and between the stages are arranged for an over and under flow pattern. The flocculators have a downward-pumping, 72-inch diameter, axial impeller on a vertical shaft that is driven by a gear reducer and drive motor controlled by an adjustable frequency controller.

Sedimentation: Water from the flocculation basins is discharged into a trough where the water flows through a 60-inch pipe which feeds either three, parallel conventional sedimentation basins or two basins containing plate settlers. Sixty percent of the water flows to the sedimentation basins and 40 percent flows to the plate settlers.

The three, conventional sedimentation basins provide a detention time of 192 minutes at 9.3 MGD per basin. A baffle, to distribute the water evenly, is present at the inlet of each basin. The basins are not equipped with any other baffles. Each basin is drained and taken out of service in the spring and fall for sludge removal. Sludge is manually removed and discharged through mud valves in the basin floor out to the sludge lagoons, west of the plant.

The two sedimentation basins containing plate settlers provide a detention time of 44 minutes at 7 MGD per basin. The plate settlers contain 18 plate pack units, each with 68 or 70 plates, installed in three rows of three units per basin. The plates are each 5 feet wide by 10 feet long by 0.09 inches thick and are installed at an inclined angle of 55 degrees from horizontal and 2 inches apart. The flow enters the plate packs through openings on each side, near the bottom, and overflows at the top, through the v-notch weirs, to an effluent trough. Each basins is drained and taken out of service in the spring and fall for sludge removal. Sludge is manually removed and discharged through mud valves in the basin floor out to the sludge lagoons, west of the plant. While the plate settlers are equipped with Spyder sludge collection systems, the on-site lagoons are not able to handle routine discharges.

Water from the sedimentation basins and the plate settlers flows over the weirs to a 42-inch settled-water trough. The water is distributed from this trough through 24- and 36-inch lines to the filters.

Filtration: Twelve, dual-media filters are present with dimensions of 29 feet by 30 feet resulting in a surface area of 870 square feet. At 42 MGD, the filtration rate is 2.79 gpm/ft² with all 12 filters in operation and 3.05 gpm/ft² with 1 filter out of service. PolyAluminum HydroxyChloride is added as a filter aid. Occasionally mud balls appear on the filter edges and are addressed by the operator.

The underdrains for the filters are PWI polystyrene inserts. The filter media, from top to bottom, is as follows:

Media	Depth (in.)	Effective Size (mm)	Uniformity Coefficient	Specific Gravity	L/D
Anthracite	20	0.7 to 0.85	<1.6	1.7	655
Sand	12	0.45 to 0.55	<1.6	2.65	609
Torpedo Sand	4	0.8 to 2.0	<1.7	2.65	73
Total	36				1337

Backwash water is provided from an onsite elevated storage tank filled with filtered water by two, 3800 gpm wash water pumps. Backwashes are initiated when the effluent turbidity exceeds 0.1 NTU, particle counts in the 2-5-micron range exceed 50, 84 hours of operation (winter), or the head loss exceeds 5-6 feet (summer).

The backwash cycle begins with a surface wash. The water is pumped from the filter effluent channel by one of two, 450-gpm pumps. The design backwash rate is 12 to 18 gpm/ft² but generally operates at 13 gpm/ft² and continues for up to 15 minutes. The resulting bed expansion is 20 percent. Target bed expansion is typically in the range of 25-30 percent to ensure that adequate particle cleaning is taking place, but the Utility feels the current backwash cycle is adequate.

Filter backwash water discharges to a cistern where one of two (1400 gpm and a 2800 gpm) horizontal, centrifugal pumps discharge the water to the wash water recycle basin.

Following backwash, a filter-to-waste cycle goes into effect for up to 15 minutes. This water also flows to the wash water recycle basin. The point of discharge is above the overflow of the tank. The two filter-to-waste pumps are vertical centrifugal pumps with variable frequency drives. The pump capacities are 1650 gpm at 24 feet of head. At 1650 gpm, a filter to waste filtration rate of 1.9 gpm/ft² is available.

Wash Water Recycle Basin: The 976,000-gallon basin receives backwash, filter to waste water and decant water from the lagoons. PolyAluminum HydroxyChloride is added to the backwash water to enhance settling. Three, 500 gpm submersible wastewater pumps move the settled water to the head of the plant into the ozone distribution channel (this water is metered) as recycled water. The programmable logic controller is set so that the plant flow rate must be above 14 MGD before the second pump can operate in order to limit the recycle rate to 10 percent of the total flow rate. The third pump is intended as a backup. The operation of the coagulant and the recycle rate is manually controlled. The basin is manually cleaned four times a year with the waste sent to the lagoon.

Elevated Wash Water Tank: The 500,000-gallon hydropillar tank, constructed in 2004, is used to store water for backwashing the filters and is filled by the two wash water pumps. The source of water for this tank comes from the filter effluent, prior to chlorine and fluoride addition.

Finished Water Chemical Addition: Liquid sodium hypochlorite is used as a disinfectant and is continuously added to the 48-inch, north and south combined filter effluent channels. It can also be added at the east and west reservoir meter vaults and, if the ozone is out, at the rapid mix. Carbon dioxide is added to the sodium hypochlorite carrier water to reduce the pH to prevent inorganic deposits in the injection piping. A standby chlorine feed line is provided on the 60-inch raw water line at the filter plant and an additional feed point is located on the raw water discharge at the lake station where gas chlorine is available.

Fluorosilicic acid, for dental benefits, is continuously added to the 48-inch, north and south combined filter effluent channels a dose that results in an EP level of 0.7 mg/L. Primary control of the fluoride feed system is tied to the raw water flow rate. Secondary control is tied to a set point alarm from a continuous fluoride analyzer that will shut down the fluoride feeders if the residual is 1.25 mg/L or higher.

Finished Water Reservoir: The 42-inch north combined filter effluent line discharges into the 4 MG reservoir. The 42-inch south combined filter effluent line discharges into the two, 2 MG reservoirs. The water flows in parallel but not equally through the three reservoirs.

The reservoir access hatches act as vents and overflows and have been constructed to handle the upward pressure during overflow events. When the clear wells were drained and inspected in 2013 seepage was noted and the Utility subsequently repaired the exterior of the reservoirs. A dewatering system now exists around the south and east perimeter of the clear wells in order to lower the water table below the reservoir floor during drain inspections. Note: the finished water reservoirs are not used for CT; in 2013, the department required 4-log inactivation for viruses, downstream of the clear wells, as an acceptable means of addressing the fact that the clear wells are not 24-inches above the water table.

Water flows from the three reservoirs by gravity to the distribution system. The pressure in the buried lines from the reservoirs starts at 5-10 psi and increases to 45-60 psi at the Grandview station. The 4-log virus inactivation is met by chlorine CT in the transmission main between the filter plant and Grandview.

Log Removal Credits: The following table presents the log removal requirements and credits granted for each treatment process:

Required Log Removal/Inactivation			
	Giardia	Viruses	Cryptosporidium
SWTR	3.0	4.0	
LT2ESTR Bin 1			3.0
Reservoir Variance (s. NR 811.63)		4.0	
Log Removal/Inactivation Credits			
Process	Giardia	Viruses	Cryptosporidium
Coagulation & Filtration	2.5	2.0	3.0
Free Chlorine CT - Transmission Main	0.5	4.0	0
Ozone CT	No Credit		
Total Provided	3.0	4.0	3.0

Flushing and Potable Water Systems Within the Filter Plant: A flushing, non-potable water system exists in the building for the purposes of supplying water to wash down hoses and hose bibs. This water is supplied off the existing wash water tank and is protected by an RPZ.

The potable water system for the plant is supplied from a connection to the 36-inch South 2 MG Clearwell bypass line. The detention time in the 36-inch line and the 4-inch supply line to the pumps provides a minimum CT of 82 based on a pumping rate of 80 gpm and a chlorine residual of 0.5 ppm which results in a 4-log inactivation of viruses for the onsite potable water supply. The CT values are calculated by SCADA but are not reported to the department. A review of records at the sanitary survey shows operations are adequate. Two variable speed horizontal split case pumps, each with a capacity of 80 gpm at 40 psi, supply the on-site, potable-water system.

Sludge Lagoons: Since the filter plant is located remotely from sanitary sewer lines, the Utility maintains two sludge lagoons to the west of the filtration plant. The decant water from the lagoons is transferred to the wash water recycle basin and the sludge is periodically removed.

Emergency Groundwater Wells: The Utility maintains eight emergency wells. Except for Well 2, these wells exceed the standard for one or more of the following: Arsenic, Fluoride, Radium 226+228, and Gross Alpha and may not be used to provide water to the system except in an emergency.

An emergency well abandonment agreement was signed by the Utility on July 10, 2006 and has been regularly renewed, the latest of which was in 2023. The latest inspection dates for the wells are shown in the table below.

Well	Year Constructed	Last Inspection
2	1956	2016
3	1964	2011
5	1937	2015
6	1932	2017
7	1942	2009
8	1952	2011
9	1948	2009
10	1951	2018

Distribution System: The distribution system is composed of 511 miles of water main. Of this, 39,662 feet (7.5 miles) has a pipe diameter of less than six inches. The Utility is aware of these areas and continues to replace small diameter mains whenever practical. Many of these are one-block long, supply lines that serve multiple homes. All areas served by the smaller main can provide fire protection from nearby larger water mains.

There are no areas where water mains flow through sanitary or storm sewer manholes.

There are several areas where privately-owned water mains are connected to the Utility's mains in more than one location. Except for four locations, each service has a check valve to prevent a flow-through situation. All the known areas are identified in the Utility's GIS system. In addition, there are many areas of private water main that contain hydrants and valves. The Utility is encouraged to develop a program to ensure routine maintenance is conducted on these systems.

Consecutive Systems: Green Bay is a wholesaler to the Villages of Ashwaubenon, Wrightstown, Hobart and the Town of Scott. Ashwaubenon has two connections with the Green Bay water supply. A separate 36-inch transmission line comes into the City of Green Bay from the filter plant. This pipe periodically reduces in size and eventually tee's off with one of the 24-inch lines continuing to Ashwaubenon's Mike Vann Booster station and the other line reduces to a 16-inch line and continues to Ashwaubenon's Argonne Station. Meters at Argonne and Mike Vann are used for billing purposes. Currently all water flows through the Mike Van station.

Wrightstown has a connection to Green Bay's water system through the Village of Ashwaubenon. The connection point is an above-ground building with a meter and a gas chlorination system adjacent to Ashwaubenon's Glory Road Tower which is fed directly from the Mike Vann Booster station. The pressure from Green Bay fills Wrightstown's towers.

Hobart's Service Area 1 is connected at an above-ground booster station containing metering and gas chlorination system located on the northwest side of Green Bay off the Hobart Pressure Zone. Hobart Service Areas 2 and 3 also receive Green Bay water, but through the Ashwaubenon distribution system.

Scott is connected to Green Bay's system at two locations. The first was added in 2006 and is off a 12-inch line at a below-ground meter vault along Bay Settlement Road on the northeast side of Green Bay from the Grandview Pressure Zone, which has adequate pressure to fill Scott's tower. The pressure from Green Bay to Scott varies from 65-72 psi. This connection station does not have the capability to boost chlorine, but the station has a chlorine analyzer that discharges to the sump.

Scott's second connection was added in 2018 and is located off Green Bay's John Street zone, north on VanLanen Road. This station includes chlorine boosting with an analyzer and pressure boosting.

There are three Green Bay customers that receive their water through the Scott distribution system.

Booster Stations / Pressure Reducing Stations: The distribution system is separated into seven pressure zones. UW-Green Bay lies within its own pressure zone. Except for the Hobart zone, normal pressure ranges within each zone are 35-94 psi. The pressure in the Hobart zone ranges from 31-94. All zones are controlled by PRVs to reduce the pressure.

The Grandview Pressure Zone includes the 1 MG Grandview Reservoir and Booster Station and the 750,000-gallon Huron Avenue elevated storage tank. Flow into the Grandview Zone is monitored by the filter plant meters. The booster station is only operated during the high demand months of summer. Gas chlorine is available to boost the chlorine level leaving the reservoir, if needed. There are two, free chlorine analyzers at the Grandview Station. One pulls off the 36-inch transmission main. This value is used to determine the daily CT values and is usually 0.8 mg/L. The second analyzer pulls off the 18-inch line that leaves the reservoir and fills the Huron tower. Typically, the free chlorine level is maintained at 0.7-0.8 mg/L; however, if the analyzer reads less than 0.4 mg/L free chlorine, then gas chlorine is added, which is rare. The reservoir is turned over weekly.

The Mount Mary Pressure Zone receives water from the Grandview Zone through either a PRV or the St. Anthony Drive Booster Station (rarely). The booster station includes a 300 gpm and a 700-gpm horizontal centrifugal booster pump. The 50,000-gallon Mount Mary elevated storage tank is in this zone. The Utility is planning on replacing the Mount Mary tower with a larger tower once the water main on Humbolt is replaced. There are several issues with the Mount Mary tower that need to be addressed.

The Bader Street Pressure Zone receives water from the Grandview Zone and directly from the 36-inch transmission main through PRVs. This zone includes Well 2 and Well 3.

The Alpine Drive Pressure Zone receives water from the 36-inch transmission main through PRVs.

The John Street Pressure Zone receives water from the 36-inch transmission main through PRVs. This zone includes Well 5, Well 6, Well 9, Well 10, and the 2,000,000-gallon Quincy Street elevated storage tank.

The Seventh Street Pressure Zone receives water from the 36/24-inch express line through the Ninth Street Booster Station or from the Hobart zone through a PRV. This zone includes the Ninth Street Booster Station and Well 7. A 24-inch express line, controlled by the Lawe Street pressure reducing station, delivers water to the Ninth Street Booster Station. The booster station includes a pressure-reducing valve that controls the Seventh Street Pressure Zone. The booster station is used to fill the Hobart standpipe.

The Hobart Drive Pressure Zone receives water from the 36/24-inch Express Line which either goes through the Ninth Street Booster Station booster pumps or altitude valve. The zone includes the 2,000,000-gallon Hobart standpipe and Well 8. Water can also enter the zone through an altitude valve which comes off the line that feeds Ashwaubenon's Argonne Station. These two connections alternate when the Hobart Tower low level is reached. The Taylor Vault is used to back feed the Seventh Street Zone from the Hobart Zone. Ninth Street Booster Station includes three 3.4 MGD horizontal centrifugal booster pumps. The pressure in this zone is limited by the height of the standpipe; however, the Utility has not received any pressure-related complaints from the customers in this area and plans to replace the standpipe when it is determined the paint/coating needs replacing.

Distribution System Storage: The Utility operates the following storage facilities:

Name (Date Constructed)	Size (gallons)	Last Inspected	Type	Interior Coating	Exterior Painting
Grandview Reservoir (1993)	1,000,000	2021 2017	Drain ROV	n/a	n/a
Huron Ave Tower (1992)	750,000	2019 2014	ROV Drain	2009	2009
Mount Mary Tower (1957)	50,000	2019 2014	ROV Drain	Will be removed before next painting	
Quincy St. Tower (1998)	2,000,000	2022 2017	Drain ROV	2012	2012
Hobart Standpipe (1981)	2,000,000	2019 2014	ROV Drain	Will be removed before next painting	
Clearwell North (1955)	2,000,000	2018 2013	ROV Drain	n/a	n/a
Clearwell South (1963)	2,000,000	2018 2013	ROV Drain	n/a	n/a
Clearwell West (1974)	4,000,000	2018 2013	ROV Drain	n/a	n/a

The Utility has 8 MGs of storage at the filter plant. In addition, the distribution system contains three elevated storage tanks and one standpipe with a total capacity of 4.8 MG. Boosted storage includes one ground storage reservoir with capacity of 1 MG. In 2022, the average day was 22.2 MG and max day was 27.1 MG.

The Utility's 2009 System Storage Study and the 2020 AECOM Master Plan shows that the Utility's distribution system is in very good shape with respect to fire flows in residential areas throughout the City. While the report does not include information pertaining to how the Utility will respond to major power outages in each zone, pressure-relief valve failure, loss of filtered water for short (hours) or longer (1 or more days) time periods, the department is confident that the Utility has developed redundancies that allow for system flexibility in fighting fires while also providing water to its customers.

Water Quality Monitoring and Reporting

Your system has a very good record of compliance with monitoring and reporting requirements. We appreciate your sampler's continued efforts in complying with these Safe Drinking Water Act requirements.

The entry point water quality sample tap (Finished) for the Green Bay water system is in the meter vault on the 36-inch line just south of the clear well reservoirs. This sample tap is used for water quality compliance samples. The Grandview Station is considered the last entry point prior to water use and the chlorine residual at this location is used to calculate the detention time for CT to ensure adequate treatment.

The most recent inorganic, synthetic organic, volatile organic and radionuclide chemical analysis of the entry point to the distribution system indicates that the water meets all applicable drinking water standards. Distribution system monitoring consists of routine bacteriological, free chlorine residuals, lead and copper and disinfection-by-product (DBP) sampling. The Utility complies with all applicable drinking water standards.

By the end of 2020, the Utility removed all public and private lead service lines and has since monitored at Tier 1 sites where copper with lead solder was installed between January 1, 1983 and September 30, 1984. The most recent round of sampling, completed in 2022, resulted in a 90th percentile lead level of 3.3 ug/L and copper of 590 ug/L using 50 sample sites. The Utility conducts sampling once every three years.

The Utility currently conducts Stage 2 DBP Rule monitoring quarterly at four locations. Results show no issues. In November 2022, when the ozone was off due to an electrical problem, samples collected by Utility staff showed no resulting DBP issues.

Cryptosporidium monitoring under the second round of Long Term 2 Enhanced Surface Water Treatment Rule resulted in a Bin 1 assignment. The Utility voluntarily conducts raw and entry point cryptosporidium monitoring annually.

Water quality complaints are tracked in a Utility database which includes how the complaint was resolved and the results of any sampling that was conducted.

The Utility also conducts all maintenance, calibration and verification of calibration for monitoring equipment in the filter plant and throughout the distribution system in accordance with the Surface Water Treatment Rule and all subsequent revisions to the Rule and Standard Methods for drinking water testing.

Required Reports, Records, and Utility Programs

The Utility has maintained an excellent record of completion and submission of monthly operating reports, annual Consumer Confidence Reports (CCRs) and cross connection reports, cross connection inspections, well permitting, auxiliary power maintenance, valve and hydrant maintenance programs, leak detection studies and meter testing as required by the department. The Utility also maintains complete records and documentation of all facility work and a database of services that are susceptible to freezing.

The Utility sends CCRs electronically to all GB residents and provides their consecutive systems with the required information to include in their CCRs. Scott Waterworks sends a copy of the Scott CCR to the Green Bay residents located off their system, east of Hwy 54/57.

All dead-end mains are provided with appropriate flushing devices at their termination. From 2014 until 2023, the Utility conducted two-year cycles of uni-directional flushing (UDF) program to successfully remove biofilms and tubercles within the distribution system. In addition to the valves exercised during UDF, staff made sure they exercised one fourth of all remaining valves each year. The Utility currently conducts a modified UDF process annually. One fourth of the valves are exercised annually.

The 2022 average day was 21.2 MGD and the max day was 27.1 MGD due to lawn watering. The annual water loss has increased in the last three years; however, the Utility is focusing efforts on minimizing this.

The Utility has developed a distribution system model which includes flow and c-value calibration. This model has been used to develop a deficiency report and is used to aid the Utility in their unidirectional flushing program and the development of a Master Plan, which was completed in 2020 by AECOM.

The Utility's ISO fire flow study shows all hydrants can flow a minimum of 500 gpm at a residual pressure of 20 psi. **The Class 1 ISO rating is commendable.**

All bulk water is sold from either one of the seasonal (April-November) set ups located throughout the City or from one of the two permanent stations. All locations are metered and protected by RPZs.

Following the December 2012 failure of one of the 36-inch, pre-stressed concrete pipe, the Utility hired Black and Veatch to conduct a forensic analysis of the break to determine the reason behind the failure. The contributing factors include high levels of chloride in the surrounding soils due to heavy salting of the roadway hill, stray voltage from the nearby cathodic-protection system on the high-pressure gas pipeline, and operations of the valve at the Ashwaubenon connection station. As a result, in 2015, the Utility installed valves and cross-over piping along each of the 36-inch transmission mains to allow for easier maintenance and repairs to these lines, they changed the timeframe for closing the Ashwaubenon connection valve from 9 minutes to 30 minutes, they installed test borings along the 36-inch line to look at chloride levels and have initiated discussions with public works regarding salt use in these areas.

Meters: Meter testing for meters larger than ¾ inch is done in house. Meters smaller than this are on a 20-year meter replacement program. The Utility's meter replacement and testing meets the requirements of chapter PSC 185, Wisconsin Administrative Code.

All meters, valves and other distribution system piping appurtenances meet the lead-free standard.

Ordinances: The City adopted an updated cross-connection control ordinance on May 21, 2002, updated it in 2013 and 2020. The Utility has a written cross-connection control plan dated 2020. The Utility continues to inspect every bathroom and kitchen for compliance rather than enact a public education program noting that the costs are similar. Between 2003 and 2013, all residential customers were inspected are now inspected on a frequency of once every 20 years.

Utility staff continue to inspect multi-family and parks (public authority) once every 10 years, commercial and industrial customers that are no more complex than a residence once every six years and municipal buildings (public authority) once every two years.

Beginning in 2020, all commercial, industrial and some public authority customers (non-park and non-municipally owned) must hire a plumber to conduct an inspection once every two years. As an added level of protection to the municipal water supply, the Utility requires larger facilities with extensive plumbing systems to provide a reduced pressure zone backflow preventer on the service line to the facility.

The City adopted a private well abandonment ordinance in 1991. The ordinance requires all wells on premises served by the municipal water system to be permitted or abandoned. Permits are good for five years. In 2017, the Utility hired a well driller to complete a well inspection, collect a bacti sample and conduct a cross connection inspection of all existing wells. There are currently 52 permitted wells and over 180 well abandonment records.

The City has a wellhead protection plan approved by the DNR on August 1, 2012 and ordinance adopted February 4, 2014. The ordinance requirement for contingency plans for all facilities currently located within the well head protection area has not been enforced.

The Utility maintains an Emergency Operations Plan (EOP), dated March 17, 2011 and updated in 2023 an Emergency Chlorination Plan updated in 2023, and has an Emergency Testing Cooler available at the filter plant.

Certified Operator

The City presently employs 12 certified operators. Eight are certified in Surface Water (S), four are certified in Distribution (D), and four are certified in Groundwater (G). The Utility runs three shifts a day at the filter plant and every shift has a fully certified operator, as an S1, on duty. All operators receive continuing education. Russ Hardwick is the operator-in-charge for Distribution and Surface Water and Jonathan Peters is the operator-in-charge for Groundwater.

Water System Security

All access hatches and doors at the lake station, filter plant, clear wells, booster stations, wells, towers, and reservoirs are provided with locks, door guards and entry alarms. Hatches to all water storage reservoirs are keyed differently than the doors. In addition to power and communication failures, the Utility's SCADA system includes a number of additional alarms including: flooding, temperature, smoke detectors/fire alarms, inlet and outlet pressure at PRVs and boosters, pressures at towers, chlorine leak detection, high and low chlorine levels at chlorine analyzers, pump bearing temperatures, surge valve status, low fuel on generators, and pump failures at the wells.

There are also several security cameras. The filter plant also has an internal security system, which helps to protect their workers during the night shift. Details are not provided here for security reasons.

Auxiliary Power: The raw water lift station includes a diesel-fueled generator with the capacity to power any four raw water pumps at full capacity and one at partial capacity (36+ MGD). The generator is run under load monthly.

Auxiliary power is provided for the filtration plant, by a diesel-fueled generator which is run under load monthly.

The ozone system at the filtration plant has a separate auxiliary generator that is run weekly and under load only twice a year because it is not a smooth transition to auxiliary power. The ozone system shuts down and take 10-40 minutes to restart. This system is not mandatory treatment, so this frequency is adequate. The existing emergency power is capable of meeting average day demands.

Auxiliary power is provided for the Grandview Station by a diesel-fueled generator, which is run under load weekly.

System Summary Information

A water system summary is attached. Please review for accuracy. If there are changes that need to be made, contact me.

Capacity Development Evaluation

This sanitary survey serves as an evaluation of the capabilities of your water system and the department has determined that Green Bay Water has adequate technical, managerial, and financial capacity to provide safe drinking water because the ability to plan for, achieve, and maintain compliance with applicable drinking water standards has been demonstrated. The Utility's last full rate case took effect June 1, 2020 and the Utility is planning for another full rate case in 2024.

The next sanitary survey of your system is scheduled to take place in 2026. You will be contacted prior to the survey to schedule a date that is convenient for you.

Please extend my thanks and appreciation to all your staff for their flexibility in managing this sanitary survey. If you have any questions, you can reach me by phone at (920) 360-0462, by e-mail at wendy.anderson@wisconsin.gov, or by postal mail at the address in the letterhead.

Sincerely,

A handwritten signature in black ink that reads "Wendy Anderson" with a stylized flourish at the end.

Wendy Anderson, P.E.
Water Supply Engineer

Encl.

Ecopsy: FILE

Bradley Siefker DG/5

40503562 - GREEN BAY WATERWORKS
Water System Summary Information

Population: 107,369

Owner: NANCY QUIRK
GREEN BAY WATER UTILITY
631 S ADAMS ST PO BOX 1210
GREEN BAY, WI 54305-1210
(920) 448-3480
nancyqu@greenbaywi.gov

Date ERP Complete: 03/17/2011

Date ERP Last Exercised/Updated: 6/27/2023

Emergency Phone: (920) 845-2031

Emergency Fax: (920) 845-5104

Emergency E-mail: RussHa@greenbaywi.gov

Certified Operators

Name	Lic. #	Expires	Certification
RICHARD GANZEL	25036	6/1/2026	DT G1 S1
LOGAN HARDWICK	38516	8/1/2026	DT S1
RUSSELL HARDWICK	30776	8/1/2024	OIC-S1
JUSTIN HEWITT	36744	11/1/2024	DT
JAMES JOHNSON	32681	7/1/2025	D1 S1
JOSEPH JOHNSON	36481	1/1/2024	DT GT S1
JOHN LINDSTROM	38294	6/1/2025	S1
JASON MAES	37294	5/1/2026	DT GT
JONATHAN PETERS	38081	5/1/2025	OIC-D1 OIC-G1
JEFFREY POSSI	34634	5/1/2024	D1 GT S1
DANIEL SZAFRANSKI	35169	5/1/2026	D1 G1 ST
ZACHARY WAGNER	37293	5/1/2026	D1 G1

Affiliations

Name	Affiliation	Primary?	Phone
RUSSELL HARDWICK	SAMPLER	Y	920-845-2031
NANCY QUIRK	PLAN_CON	Y	920-448-3480
NANCY QUIRK	OWNER	Y	920-448-3480
NANCY QUIRK	LEGAL_OWN	Y	920-448-3480
RUSSELL HARDWICK	EMERGENCY	Y	920-845-2031
WENDY ANDERSON	DNR_REP	Y	920-662-5414
GB CITY CLERK, CELESTINE JEFFREYS	PLAN_CON	N	920-448-3010

Entry Points and Sources of Water (basic data)

ID	Name	WUWN	Status	Type	Source	Date Constructed	Water Bearing Formation	Depth	Cased	Grouted
1	N RAW WATER INTAKE		Active	SOURCE OF WATER	SW Source					
11	S RAW WATER INTAKE		Inactive	SOURCE OF WATER	SW Source					
2	EM WELL 2 - HWY 54 57	BF189	Active	ENTRY PT/SOURCE	GW Source	01/01/1956	Sand and Gravel	126	66	40
3	EM WELL 3 Eastman	BF190	Active	ENTRY PT/SOURCE	GW Source	11/01/1964	Sandstone/Dolomite	943	311.5	
5	EM WELL 5 Cass	BF192	Active	ENTRY PT/SOURCE	GW Source	01/07/1937	Sandstone/Dolomite	918	310.9	
6	EM WELL 6 Mason	BF193	Active	ENTRY PT/SOURCE	GW Source	01/01/1932	Sandstone/Dolomite	905	198	100
7	EM WELL 7 Seventh	BF194	Active	ENTRY PT/SOURCE	GW Source	01/01/1953	Sandstone/Dolomite	860	250.5	250.5
8	EM WELL 8 Highland	BF195	Active	ENTRY PT/SOURCE	GW Source	01/01/1952	Sandstone/Dolomite	777	235	235
9	EM WELL 9 Bond	BF196	Active	ENTRY PT/SOURCE	GW Source	01/06/1948	Sandstone/Dolomite	807	260	260
10	EM WELL 10 Military	BF197	Active	ENTRY PT/SOURCE	GW Source	01/01/1951	Sandstone/Dolomite	815	269.5	269.5
81	LAKE MICHIGAN		Active	ENTRY POINT	Permanent Surface Water Entry Point					

Storage

ID/Location	Type	Vol. (gal)	Firm Pumping Capacity (gpm)	Overflow Elev. (sea-level, ft.)	Last Int. Inspect Date	Type of Inspection	Model
Clearwell South 2 MG pre-CT	GSR	2000000			09/19/2018	2013 dry 2018 diver	
Clearwell North 2 MG pre-CT	GSR	2000000			09/21/2018	2013 dry 2018 diver	
Clearwell 4 MG pre-CT	GSR	4000000			09/25/2018	2013 dry 2018 diver	
Reservoir at Grandview Road	GSR	1000000	5555	16	07/17/2017	2011 dry 2017 ROV	
Huron Tower	EL TANK	750000		136	10/30/2019	2014 dry 2019 ROV	CBI Spheroid Pedestal
Mount Mary Drive Tower	EL TANK	50000		122	10/30/2019	2014 dry 2019 ROV	CBI Spheroid Pedestal
Quincy Tower	EL TANK	2000000		152	05/08/2017	2012 painted 2017 ROV	Landmark Composite Hydropillar
Standpipe at S Point Road Hobart	SP	2000000		70	12/31/2014 10/30/2019	2013 painted 2019 ROV	Pittsburgh-Des Moines

Booster Stations

ID/Location	Type	Firm Pumping Capacity (gpm)	Aux. Power?
BS at St Anthony Drive	ABOVE GROUND	600	No
BS at Ninth St	ABOVE GROUND	2360	No

System Interconnects

ID/Location	Type	Metered?	Chemical Injection Capable?
Interconnection with Ashwaubenon - Mike Vann Park	ABOVE GROUND	Yes	Yes
Interconnection with Ashwaubenon - Shady	ABOVE GROUND	Yes	Yes
Interconnection with Scott – Bay Settlement Road Meter Pit (2005)	BURIED	Yes	No
Interconnection with Scott – Van Lanen Road (2018)	ABOVE GROUND	Yes	Yes
Interconnection with Hobart SA1 - CTH J	ABOVE GROUND	Yes	Yes

Treatment Summary Data

Source ID	Description	Objective(s)	Pump Model	Cap.	Stroke %	Speed %	Sol. Tank Cap.	Comments
1	Gaseous Cl, Pre	Organics	Advance	500 ppd		78		Chlorine injected at the intake structure for zebra mussel control
81	Ozonation, Pre	Organics						
81	Hypochlorination, Pre	Disinfection	Prominent GALa-0713 Prominent GALa-0232	2.9 gph 8.4 gph			2400 480	
81	Rapid Mix	Particulate						
81	Coagulation	In/organics Removal	ProMinent Gamma 5b 0230PP					polyaluminum, hydroxychloride
81	Flocculation	Particulate						
81	Sedimentation	Particulate						
81	Filtration, Rapid Sand	Particulate						
81	Fluoridation	Other	ProMinent gamma/L 420	108 gpd 216 gpd				
81	Hypochlorination, Post	Disinfection	Prominent GALa-0713 Prominent GALa-0232	2.9 gph 8.4 gph			2400 480	

System Evaluation Summary

Inspector/Reviewer	Date	Report Date	Type	Agency	Response Due	Response Rec'd
ANDERSON, W.	06/25/2020	07/20/2020	SURVEY	DNR	09/03/2020	09/03/2020
ANDERSON, W.	05/31/2017	06/29/2017	SURVEY	DNR	08/13/2017	08/11/2017

Bacteriological Sampling History

Year	Distribution Safe	Distribution Unsafe	Confirmed Unsafe	Missed Samples	Raw Safe	Raw Unsafe	Fecal Positive?
2023	624	1			16		N
2022	1203				32		N
2021	1211	1			32		N

Chemical Sampling History

Year	Sample Group	Source ID	Samples Taken	Missed Samples	MCL Violations
2023	DBP		8	0	0
2023	FLUORIDE		6	0	0
2023	IOC	81	1	0	0
2023	PBCU		35	0	0
2023	SOC	81	1	0	0
2023	VOC	81	1	0	0
2023	BROMATE	81	1	0	0
2022	DBP		16	0	0
2022	FLUORIDE		12	0	0

Sample Group	Last Sampled
BACTI	2023
BROMATE	2023
FLUORIDE	2023
IOC	2023
PBCU_RULE	2021
PBCU	2023
RAD	2023
SOC	2023
VOC	2023
DBP	2023



Green Bay Water Commission

MEMORANDUM

DATE: July 31, 2023
TO: Green Bay Water Commission
FROM: Kristin Romanowicz, P.E., Engineering Services Supervisor
RE: Approval of Final Miron Construction Payment

KAR 7/27/23

I request Green Bay Water Commission approval for the disbursement of the final payment to Miron Construction Co. Inc. for the work completed under the contract titled "Green Bay Water Addition and Renovation." This project notably included the construction of the Training Center attached to the main office building of the Green Bay Water Utility located at 631 S. Adams Street in Green Bay.

Having undertaken a thorough review of the completed works, it has been determined that Miron Construction Co. Inc. has fulfilled all contractual obligations. This includes the completion of all punch list items which detailed the minor repairs, finishing tasks, and adjustments required at the end of a construction project.

In accordance with the terms of the contract, we request the Commission's approval for the final payment of \$30,000 to Miron Construction Co. Inc.



Green Bay Water Commission

GENERAL MANAGER UPDATE

DATE: July 31, 2023
TO: Green Bay Water Commission
FROM: Nancy Quirk, P.E., General Manager, Green Bay Water
RE: General Manager Update

General Manager Nancy Quirk will provide the commission with updates on the following initiatives within our organization:

1. Hazelwood Water Main Rehabilitation Project Status
2. Findings from Lead and Copper Rule Sampling
3. Progress on Satellite Leak Detection
4. Update on Sustainability and Energy Efficiency Measures
5. Recap of Wholesale Customer Technical Meeting
6. Update on Backup Generator
7. Water Quality Update
8. Progress Report on Safety “Near Miss” Program
9. Amendments and Additions to Employee Handbook
10. Workforce Report
 - a. Recruitment Progress
 - i. Distribution Maintenance Personnel (2 Full-Time Positions)
 - ii. Position for a new General Manager (Full-Time)