



MINUTES OF THE WATER COMMISSION

MONDAY, OCTOBER 9, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. 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.

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

On Monday October 9, 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. Seven voting commission members: President Heugel (Virtually via Zoom), Vice President Jamie Wall (In Person), Secretary-Treasurer Tom Karmen (Virtually via Zoom), Kathyn Hasselblad-Pascale (In Person), Elizabeth Wheat (In Person), Al Farvour (Virtually via Zoom), and Jacque Boyle (Virtually via Zoom).

Also present: Alder Craig Stevens (Virtually via Zoom, non-voting), Council Representative to the Water Commission, Attorney William Vande Castle (Virtually via Zoom), Kyle Gulya (In Person and Mark Kapocius (Virtually via Zoom) from von Briesen & Roper, Michael Stohl (In Person) from Donohue & Associates, and Lynn Gerlach.

Staff present: Nancy Quirk, Brian Powell, Karen Smits, Russ Hardwick, Andrea Hay, Sarah Fidler, Jason Maes, Jonathan Peters, Kristin Romanowicz and Kevin Haemker.

C. APPROVAL OF THE AGENDA.

1. Approval of the Water Commission Meeting Agenda for October 9, 2023.

Moved by Kathryn Hasselblad-Pascale, seconded by Allen Favour to approve. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

1. Approval of the Water Commission Meeting Minutes for September 11, 2023.

Moved by Jamie Wall, seconded by Allen Favour to approve. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

1. Introduction of new Distribution Maintenance Person, Kevin Haemker.

New employee Kevin Haemker was welcomed by President John Heugel and the Water Commission.

2. Employee Handbook update from Kyle Gulya and Mark Kapocius from Von Briesen & Roper, S.C.

Kyle Gulya and Mark Kapocius from von Briesen & Roper, S.C. presented updates that have been made to the Employee Handbook. The revised copy of the Employee Handbook will be given to Commissioners for review and Commissioners will be asked to approve the changes at the November Water Commission meeting.

3. Presentation on the Analysis for Additional Lake Station Generation by Michael Stohl from Donohue & Associates and Recommendation to Approve Additional Lake Station Generation

Michael Stohl from Donohue & Associates presented the Analysis for Additional Lake Station Generation. Three options were given to the Water Commission.

Moved by Jamie Wall, seconded by Jacque Boyle to approve the design and engineering for Option C of the Analysis for Additional Lake Station Generation. Voice vote being had, the motion passed unanimously. The Commission did recommend incorporating renewable energy options into the project if feasible.

4. August 2023 Financial Report

Moved by Thomas Karman, seconded by Jamie Wall to approve. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

1. Strategic Communication Update

Communication Director Andrea Hay was a featured panelist at WEFTEC and discussed GBWU's approach to public challenges, public transparency, and emerging science in the water industry. She also announced the Manny Teodoro will be announcing his Water Utility Grading results. A link to the grading information will be in the newsletter. At the next commission meeting, the customer survey results will be presented.

2. General Manager Update

- I. Operations Projects
 - a. Hazelwood Water Main Rehabilitation
 - b. Broadway Tank Demolition
 - c. Update to Master Plan
2. Business Office/IT
 - a. SCADA Fiber Connection Complete
 - b. 2024 Budget Status
 - c. Tax Roll for Unpaid Water Bills Begins
3. Filter Plant Updates
 - a. Sludge Lagoon Dredging
 - b. Reservoir Inspections
 - c. Ozone Generator Repair
4. Workforce Report
 - a. Open Positions
 - i. Distribution Maintenance Person (Full-Time)
 - ii. Operations Manager (Full-Time)
 - b. Upcoming Changes
 - i. Equipment Maintenance Technician– October 16
 - ii. Brian Powell transition to General Manager – November 6
5. Upcoming Trench Safety Training with the Green Bay Metro Fire Department.
6. EPA announced the availability of grant funding to support training for workers who protect and treat our nation's drinking water and provide critical wastewater services.

G. RECOGNITION

- I. Presentation of the Stewards of Safe Water Award from WI AWWA to John C. Heugel.

General Manager Nancy Quirk presented the Stewards of Safe Water Award from the WI AWWA conference to John C. Heugel and recognized his 10 years of service with the Water Commission. The Water Commission also acknowledged the Lifetime Achievement Award that was given to Nancy Quirk at the WI AWWA conference.

H. ADJOURNMENT.

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

Moved by Jamie Wall, seconded by Commissioner Elizabeth Wheat to adjourn. Voice vote being had, the motion passed unanimously.