



MINUTES OF THE WATER COMMISSION

MONDAY, DECEMBER 11, 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=eHBxaWkvNlJ2a3N0RERUWkRsNjVkJkUT09>

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 December 11, 2023.

On Monday, December 11, 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 John Heugel (In Person), Vice President Jamie Wall (In Person), Secretary-Treasurer Tom Karmen (In Person), Kathryn Hasselblad-Pascale (In Person), Elizabeth Wheat (In Person), Al Farvour (Virtually via Zoom), Jacque Boyle (Virtually via Zoom) and Lynn Gerlach (In Person, non-voting).

Also present: Alder Craig Stevens (In Person, non-voting), Council Representative to the Water Commission, Attorney William Vande Castle (Virtually via Zoom), Maddie Koolbeck (Virtually via Zoom) and Dan Streit (Virtually via Zoom) from Slipstream, Attorney Jodi Labs (In Person) from the Law Firm of Conway, Olejniczak and Jerry, S.C. and Melissa Schmitz (In Person) the City of Green Bay Resiliency Coordinator.

Staff present: Brian Powell, Nancy Quirk, Andrea Hay, Stephanie Rogers, Sarah Fidler, Russ Hardwick, Jason Maes, Kristin Romanowicz, and Jonathan Peters.

C. APPROVAL OF THE AGENDA.

1. Approval of the Water Commission Meeting Agenda for December 11, 2023.

Moved by Jamie Wall, seconded by Thomas Karman to amend the agenda by moving item F2 to follow item E1 and approve the amended agenda. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

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

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

E. REGULAR BUSINESS.

1. Green Bay Water Utility Energy Plan and Executive Summary

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

President Heugel recommended adding an item to the January 2024 agenda to discuss and possibly take action on the Slipstream report and the City of Green Bay's goals.

2. Approval of 2024 Commission Dates

Moved by Thomas Karman, seconded by Jamie Wall to approve the 2024 Water Commission dates. Voice vote being had, the motion passed unanimously. The dates are as follows:

Monday, January 8, 2024, at 8:30 a.m.

Monday, February 12, 2024, at 8:30 a.m.

Monday, March 11, 2024, at 8:30 a.m.

Monday, April 8, 2024, at 8:30 a.m.

Monday, May 13, 2024, at 8:30 a.m.

Monday, June 10, 2024, at 8:30 a.m.

Monday, July 8, 2024, at 8:30 a.m.

Monday, August 12, 2024, at 8:30 a.m.

Monday, September 9, 2024, at 8:30 a.m.

Monday, October 14, 2024, at 8:30 a.m.

Monday, November 11, 2024, at 8:30 a.m.

Monday, December 9, 2024, at 8:30 a.m.

3. Election of Green Bay Water Commission Officers for 2024: President, Vice President and Secretary-Treasurer

Moved by Jamie Wall, seconded by Thomas Karman to elect John C. Heugel as President. Voice vote being had, the motion passed unanimously.

Moved by Elizabeth Wheat, seconded by Jacque Boyle to elect Jamie Wall as Vice President. Voice vote being had, the motion passed unanimously.

Moved by Jamie Wall, seconded by Elizabeth Wheat to elect Tom Wall as Secretary-Treasurer. President Heugel suggested creating an Ad Hoc Nominating Committee. The committee members will be Elizabeth Wheat as the Chair, Jacque Boyle, and Lynn Gerlach.

4. Approval Request for Government Pricing Contracts for Vehicle and Equipment Procurement

Moved by Jamie Wall, seconded by Kathryn Hasselblad-Pascale to approve the Utility to order vehicles for 2024 and 2025 through Government Pricing Contracts.

Voice vote being had, the motion passed unanimously.

5. Approval of Final Payment in the amount of \$12,211.50 to Fer-Pal Construction USA, LLC for contract "Green Bay Water Utility Water Main Rehabilitation."

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

6. Consideration to adjourn to CLOSED SESSION pursuant to Sec. 19.85(1)(g), Wis. Stats., for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; to-wit: Bodart Electric litigation.

Moved by Kathryn Hasselblad-Pascale, seconded by Jamie Wall to enter closed session pursuant to Sec. 19.85(1)(g), Wis. Stats. and expressly quoted the notice of closed session. A roll call vote was taken: Thomas Karman -yes, Elizabeth Wheat - yes, John Heugel - yes, Jamie Wall - yes, Jacque Boyle - yes, Kathryn Hasselblad-Pascale - yes, Allen Farvour - yes.

Moved by Kathryn Hasselblad-Pascale, seconded by Jamie Wall to return to open session. A roll call vote was taken: Thomas Karman -yes, Elizabeth Wheat - yes, John Heugel - yes, Jamie Wall - yes, Jacque Boyle - yes, Kathryn Hasselblad-Pascale - yes, Allen Farvour - yes.

President Heugel advised that the Water Commission received an update on the Bodart litigation and discussed options. Legal counsel will confer and update the Water Commission again at a later date.

F. INFORMATIONAL.

I. General Manager Update

1. **Lead Service Replacement Program:** We are continuing our efforts to enhance water quality and safety through the Private SideLead Replacement Program.

2. Workforce Report:

- **Current Openings:** We are looking to expand our skilled team with new roles, including a Full-Time Distribution Maintenance Person and a Full-Time Accountant.
- **Staffing Updates:** We welcome Doug Martin, our new Operations Manager, starting December 18th.

3. **Approval of Lynn Gerlach to the Water Commission** - City Council approved on 12/5/23, her first meeting as a voting member will take place on 1/8/24.

4. 2024 General Manager Goals:

- Goal 1: *Continue to improve the efficiency of the transmission system*
 - Install insertion mag meters at the Filter Plant on finished water 36" transmission mains (Q4)
 - Configure meter reading software to query individual meter readings by pressure zone to compare to the meters at our stations capturing the volume of water entering each specific pressure zone (Q4)

- Goal 2: *Prioritize future replacement of water mains and align with the city on a replacement plan*
 - Complete Master Plan update, including priorities for water main replacements, and share relevant results with DPW (Q1)
 - Investigate new technologies that can help us better identify which mains need replacing and allow us to replace them more cost-effectively (Q4)

- Goal 3: *Develop a detailed plan to move toward carbon neutrality per city policy*
 - Implement "no regrets" Slipstream recommendations (Q2)
 - Engage Donohue & Associates to make specific, detailed recommendations about energy efficiency, electrification, and a shift to renewables (Q3)

- Goal 4: *Maintain employee satisfaction and competitive compensation*
 - Complete Salary Study and recommend adjustments to compensation as appropriate (Q2)
 - Determine whether to conduct Workforce Analysis (Q2)
 - Update Strategic Plan and communicate it to workforce (Q3)

- Goal 5: *Enhance existing water quality monitoring*
 - Join newly launched Partnership for Safe Water by adopting common water quality reporting standards and goals (Q1)

Alder Stevens left the meeting at 10:23 a.m.

Commissioner Jamie Wall requested that priority lists be created to evaluate what tasks that the Utility can do now to reduce the Utility's carbon footprint.

2. Resolution in Recognition of Kathryn Hasselblad-Pascale

Moved by Elizabeth Wheat, seconded by Thomas Karman to approve the resolution. Voice vote being had, the motion passed unanimously.

G. ADJOURNMENT.

I. Motion to adjourn the Water Commission meeting of December 11, 2023.

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