

**GREEN BAY METROPOLITAN SEWERAGE DISTRICT**  
**PROCEEDINGS OF THE COMMISSION**

Regular meeting of the Commission held April 22, 2015.

**PRESENT:** Commissioners Blumreich, Mainz, Tumpach, and Hoffmann

**EXCUSED:** Commissioner Hasselblad

**ALSO PRESENT:** T. Sigmund, P. Kaster, P. Wescott, N. Qualls, B. Hafs, M. Diaz, B. Angoli, L. Sarau, M. Urbancic, C. Shaw, C. Evers, M. Pamperin, B. Vander Loop, M. Erschnig, J. Czypinski, T. Garrison, T. Brown, J. Van Sistine, J. Nicks—Legal Counsel

Commission Secretary Blumreich called the meeting to order at 8:30 a.m.

**1) Safety moment.**

T. Sigmund stated in April NEW Water's, the brand of the Green Bay Metropolitan Sewerage District, employees received cardiopulmonary resuscitation/automated external defibrillator (AED) training. NEW Water has four AEDs at the Green Bay Facility and two at the De Pere Facility. He stated 80 employees have become certified, and some of the employees are required to have the training due to confined space entry.

**2) Convene in closed session under State Statute 19.85 (1) (g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved:**

**a) Claims related to West Tower Drive Interceptor failure**

**Motion #15-021**

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to convene in closed session under State Statute 19.85 (1) (g) for the purpose of conferring with legal counsel for the Commission who is rendering oral or written advice concerning strategy to be adopted by the Commission with respect to litigation in which it is or is likely to become involved.

**3) Reconvene in open session.**

**Motion #15-022**

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to reconvene in open session.

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#### 4) Approval of minutes of Commission meeting held March 25, 2015.

##### Motion #15-023

It was moved by Mainz, seconded by Tumpach, and unanimously agreed to approve the March 25, 2015 minutes as distributed.

#### 5) February and March financials.

M. Diaz reported total operating revenues for the month of February were favorable to budget by 3% or \$60,000. For the two months of 2015, total operating revenues were favorable to budget by \$315,000. Leading the favorable results were other revenues from septage from the three cheese facilities and user fees from higher precipitation received than budgeted in January. She reported total operating expenses for the month of February were favorable to budget by 14% or \$239,000. For the two months of 2015, total operating expenses were favorable to budget by 12% or \$395,000 due to less expenditures than budgeted from contracted services, chemicals, maintenance interceptors, natural gas and fuel oil, and salaries and benefits. She stated net income for the month of February was \$165,000.

Commissioner Blumreich questioned the gain in benefits. M. Diaz replied NEW Water received a \$22,000 refund in workers' compensation, which was a post audit adjustment.

M. Diaz reported total operating revenues for the month of March were favorable to budget by 1%. Overall for the first quarter of 2015, total operating revenues were favorable to budget by 5% or \$351,000. Leading the favorable results were other revenues from septage from the three cheese facilities. She reported total operating expenses were favorable to budget by 17% or \$283,000. Overall for the first quarter of 2015, total operating expenses were favorable to budget by 14% or \$678,000. Leading the favorable results were contracted services, chemicals, salaries and benefits, and natural gas and fuel oil. She stated net income for the month of March was \$855,000 from operating income.

Commissioner Mainz asked if it has been a drier than normal spring. T. Sigmund replied February and March have been drier, and BOD is above budget.

#### 6) Introduce new employees:

##### a) Casey Shaw, Lab Analyst I

M. Urbancic introduced Casey Shaw, the new Lab Analyst I. He stated Mr. Shaw has a Bachelor's Degree in Environmental Science from the University of Wisconsin – Green Bay (UWGB), and has worked for four years at Pace Analytical.

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C. Shaw stated that he graduated from UWGB and has worked at Pace Analytical as a Lab Analyst in the Metals Lab analyzing water and solid samples for mercury. He loves the outdoors and has two children.

P. Wescott introduced the two new Operators-in-Training, Cory Evers and Matt Pamperin. The two began their employment at NEW Water on April 13.

**b) Corey Evers, Operator-in-Training**

C. Evers stated that he graduated from Fox Valley Technical College with an Associate's Degree in Energy and Environmental Engineering, with a focus on wastewater. He is looking forward to the opportunity to work at NEW Water.

**c) Matt Pamperin, Operator-in-Training**

M. Pamperin stated that he graduated from the University of Wisconsin – Stevens Point with a Bachelor of Science Degree in Water Resources, and has worked at Sanimax as an Environmental Technician. He is excited to work at NEW Water.

**7) Sewer plan approval:**

**a) City of De Pere #15-01; GBMSD Request 2015-03**

B. Angoli reported the City of De Pere is requesting to relay an existing 10-inch pipe on N. Michigan Street between Morris Street and Ridgeway Boulevard.

Commissioner Mainz asked about the force main leak in De Pere. B. Angoli replied the bolts were corroded and have been replaced. He stated the other bolts in that area will be checked. T. Sigmund stated the bolts were sent out for metal analysis, and staff will review the shop drawing to make sure the correct bolts were received. NEW Water has put Fox River Fiber on notice. He stated the other joints will be looked at when the City of De Pere digs up 9<sup>th</sup> Street.

**Motion #15-024**

It was moved by Hoffmann, seconded by Mainz, and unanimously agreed to approve the City of De Pere #15-01 sewer plan subject to favorable review by Brown County Planning and final approval by the Wisconsin Department of Natural Resources (WDNR).

**8) Request Commission approval of Amendment No. 14 Additional Services During Construction to CH2M HILL for R2E2 Project – Contract 33 Primary Switchgear and Utility Relocation.**

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B. Angoli reported additional services during construction for Contract 33 Primary Switchgear and Utility Relocation were required, which could not be foreseen during the development of the original scope. The additional tasks included: redesign the electrical duct banks and relocate storm sewers, design of new valve vaults and addition of backflow preventers due to the fire protection and protection of water system requirements, and additional paving and roadway changes due to the addition of the nutrient recovery extension to the future solids facility. He requested Commission approval of Amendment No. 14 Additional Services During Construction for Contract 33 in the amount of \$94,780.

Commissioner Mainz asked if NEW Water is happy with the sub-consultant. B. Angoli replied yes.

#### **Motion #15-025**

It was moved by Mainz, seconded by Hoffmann, and unanimously agreed to approve Amendment No. 14 Additional Services During Construction to CH2M HILL for R2E2 Project – Contract 33 Primary Switchgear and Utility Relocation in the amount of \$94,780 for a total approved amount of \$902,000, which includes the previously authorized contingency amount of \$73,400 under the authority of the Executive Director.

#### **9) Update of projects:**

##### **a) Resource Recovery and Electrical Energy (R2E2)**

B. Angoli reported the bidding phase of Contract 34 Digestion and Solids Facility began on April 6, 2015. He stated a mandatory pre-bid meeting will be held on April 29, which will allow contractors to ask questions about the contract documents and prequalification. NEW Water met with the WDNR to discuss financing aspects of the project. He stated the septage receiving work could be eligible for zero percent interest. NEW Water received WDNR approval of the Parallel Cost Percentage for Contract 34, which is the proportion of project costs eligible for below-market rate financing relative to the total project cost for Clean Water Fund Program. He stated 100% of the project costs are eligible for below-market rate financing rate. Staff plans to request approval of Contract 34 Services During Construction at the May Commission meeting.

##### **b) MCC-B1/B1A Replacement**

L. Sarau reported the new MCC-B1 has been installed and tested. She stated the project is moving along very well. She stated ancillary work continues, including removal of MCC-E1. She stated to date there are no problems with the disinfection system and everything is working as it should.

##### **c) Green Bay/De Pere Power Distribution System update**

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P. Wescott provided an update on the Green Bay and De Pere Facilities electrical generation and distribution system, as follows:

- Purpose
- 2012 Electrical Issues Review
- Primary Sub Station Electrical Fire
- WPSC Power Distribution – Green Bay Facility (GBF)
- WPSC Power Distribution – De Pere Facility (DPF)
- GBF Power Distribution Layout
- DPF Power Distribution Layout
- Standby Generator Study and Design – GBF
- Standby Generator Operational Strategy – GBF
- Electrical System Vulnerabilities
- Capital Improvement Projects/Annual Projects – GBF and DPF

#### 10) Operation report:

##### a) Effluent quality for March

P. Wescott reported both facilities were in full compliance with effluent limits for March. The DPF set a new record low for Total Suspended Solids with an average daily concentration of 0 mg/L and a total monthly discharge of 0 pounds. He stated any result that is below the level of detection is reported as zero. The DPF was below the level of detection every day in the month of March.

##### b) Air quality for March

P. Wescott reported there was one "Deviation Notification" submittal to the WDNR in March. He stated a clinker in the incinerator broke apart causing a change in the hearth burn pattern resulting in a sudden increase in temperature and elevated opacity.

Commissioner Blumreich asked if clinkers will be eliminated with the fluid bed incinerator. P. Wescott replied it is unlikely to have clinkers with the fluid bed incinerator; however, any time ferric chloride is used, it can cause clinkers.

#### 11) Executive Director's report:

##### a) May Commission meeting

The May Commission meeting will be held Wednesday, May 27, beginning at 8:30 a.m. The 2014 audit will be presented at the May meeting and then the Commission will be able to ask the auditor questions in closed session.

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**b) Executive Director approved agreements**

A list of agreements approved by the Executive Director was provided in the Commission packet.

**c) NACWA's Excellence in Management Recognition Award**

NEW Water submitted an application for NACWA's Excellence in Management Recognition Award. A copy of NEW Water's application, including nine effective utility management attributes and four resource efficiency and protection activities, was provided in the Commission packet. NEW Water will be notified in June if it has been selected to receive the platinum, gold, or silver award. The application summarizes the good job that staff and the organization has done.

**d) PC Fibre Technology**

PC Fibre Technology, formerly Eco Fibre, is looking into getting new investors and would like to dispose of some wastewater from its facility. NEW Water issued Eco Fibre a Special Order in 2008, confirmed it in 2009, and amended and vacated the Special Order in 2010. There has been very little activity at that facility thus far.

**e) National Water Policy Forum**

T. Sigmund stated that he attended the National Water Policy Form in Washington D.C. last week. He met with Congressman Ribble and staff from Senator Baldwin's office to ask for their support of the State Revolving loan program.

T. Sigmund reported NEW Water received a letter from the DNR auditor that conducted the lab audit. The auditor was very complimentary of NEW Water on how quickly and easily its staff implemented DNR's recommendations.

T. Sigmund stated the annual air audit is being conducted today.

Commissioner Mainz asked if staff attended the Phosphorus Summit at the Neville Museum. T. Sigmund replied that he and Congressman Ribble were presenters to a standing room only crowd. He stated the meeting brought a lot of people together with varying viewpoints and most importantly, Congress has this issue on its radar screen.

Commissioner Hoffmann attended the meeting and stated that Congressman Ribble is raising awareness on the phosphorus issues.

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There being no further business to come before the Commission, the meeting adjourned at 9:50 a.m.

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**Secretary**