

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held August 23, 2010.

PRESENT: Commissioners Alesch, Hasselblad, and Scheberle

EXCUSED: Commissioners Mainz and Zabel

ALSO PRESENT: T. Sigmund, P. McCarthy, D. Busch, P. Kaster, W. Angoli, M. Pierner, N. Qualls, R. Reinhart, M. Diaz, J. Czypinski, L. Evenson, B. Vander Loop, M. Erschnig, D. Lefebvre, J. Van Sistine, T. Feldhausen—Legal Counsel

Commission President Alesch called the meeting to order at 8:30 a.m.

1) Approval of minutes of Commission meetings held July 13, 26, and August 12, 2010.

Motion #10-080

It was moved by Scheberle, seconded by Hasselblad, and unanimously agreed to approve the July 13, 26, and August 12, 2010 minutes as distributed.

2) July financials.

M. Diaz reported net income for July was \$74,000 favorable to budget due to better than planned results from operating revenues and expenses. She reported operating revenues were favorable to budget due to increased flows. Total operating expenses were \$123,000 favorable to budget because maintenance plant and contracted services were under budget. She reported year to date net loss was \$502,000 favorable to budget.

3) Introduce new employee:

a) Rob Reinhart, Engineering Technician

M. Pierner introduced Rob Reinhart, the new Engineering Technician.

R. Reinhart stated that he previously worked at AECOM and did field work on projects for GBMSD. He also worked at a water district in California. He currently lives north of Manitowoc, is married, and has three children.

The Commission welcomed him.

4) Request Commission approval to engage Clifton Gunderson LLP for the 2010 audit.

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M. Diaz recommended Clifton Gunderson LLP for the 2010 audit because of the similar district expertise with Madison Metropolitan Sewerage District (MSD), the firm's prompt and comprehensive response in the areas of request, and the positive feedback received from its customers.

Commissioner Hasselblad asked about new ideas in processes. M. Diaz stated the Finance Director at Madison MSD commented to her that previously Madison MSD had a long standing audit firm and when Clifton Gunderson was hired, it brought in new ideas on financial reporting.

Motion #10-081

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to engage Clifton Gunderson LLP for the 2010 audit in the amount of \$21,000 and a 10% contingency for a total amount of \$23,100.

- 5) Request Commission approval to close out the Wastewater Conveyance from Southern Service Area, Project 2008-007, Contract B and issue final payment to PTS Contractors, Inc.**

M. Pierner stated PTS Contractors, Inc. constructed the major portion of the conveyance piping between the De Pere and Green Bay Facilities. He reported the original contract amount was \$8,142,536.50 plus contract additions of \$295,374.57 for a total contract amount of \$8,437,911.07. He requested Commission approval to close out the project and issue final payment to PTS Contractors, Inc. in the amount of \$103,436.90. He stated the project went well and the additional expenses incurred included additional rock removal in crossing Dutchman Creek in the amount of \$200,000 and some \$95,000 for utility conflicts along the entire six mile pipe line route.

Motion #10-082

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to close out the Wastewater Conveyance from Southern Service Area, Project 2008-007, Contract B and issue final payment to PTS Contractors, Inc. in the amount of \$103,436.90.

- 6) Request Commission approval to increase the contingency amount for the North Basin Complex Gate Replacement Project, contract 2009-011.**

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N. Qualls reported a portion of the channel lining was unable to be completed under the RAS/WAS project so a change order was executed with the approval of the Wisconsin Department of Natural Resources to complete the channel lining work under this project by the same contractor and at the same cost.

N. Qualls also reported on concrete failure at existing gate locations, which are in need of repair. He requested Commission approval to increase the contingency by \$78,190.

Motion #10-083

It was moved by Scheberle, seconded by Hasselblad, and unanimously agreed to increase the contingency amount for the North Basin Complex Gate Replacement Project, contract 2009-011 in the amount of \$78,190 for a total contingency amount of \$177,190.

7) Request Commission approval to increase the contingency amount for contract 2009-001 De Pere and Green Bay Facility Upgrades Project.

W. Angoli reported construction issues related to the De Pere Facility have risen that were not anticipated during the design phase of the project. Staff estimates additional change orders in the amount of \$191,750, which leaves approximately \$155,600 to cover the remainder of the project. He requested Commission approval to increase the existing contingency by \$300,000 to have sufficient funds to complete the project.

Motion #10-084

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to increase the contingency amount for contract 2009-001 De Pere and Green Bay Facility Upgrades Project in the amount of \$300,000 for a total contingency amount of \$1,009,900.

8) Update of projects:

a) Consolidation Projects – Treatment plants construction phase

W. Angoli reported on some issues that occurred at the De Pere Facility during the rain event last Friday. He reported the washer compactor broke down and the bypass channel was used for the first time. The wet well at the De Pere Facility was hit with a surge of wastewater resulting in the pumping of 38 mgd. This surge of wastewater could not be pumped out as fast as it was flowing into the plant, causing flooding in the bypass screening area where new equipment was submerged under wastewater. Flow to the Green Bay Facility through the West Side Interceptor was stopped because the interceptor reached maximum capacity.

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b) Sustainability update

L. Evenson reported phase one of the In-District Sustainability Initiative has been completed. She stated a Sustainability Committee has been formed and has met with two professors from the University of Wisconsin – Green Bay to discuss a possible partnership that would benefit both organizations.

Commissioner Scheberle applauded staff's efforts moving forward with sustainability.

9) Operation report:

a) Effluent quality for July

D. Busch reported both facilities were in full compliance with all effluent limits for July. The De Pere Facility averaged .09 mg/L phosphorus for the month.

b) Air quality for July

D. Busch reported the Green Bay Facility was in full compliance with air quality limits and guidelines for July.

D. Busch stated that both Operations and Maintenance staff did a great job over the weekend with the amount of rain received.

The Commission commended staff on their efforts.

10) Executive Director's report:

a) September Commission meeting

The next Commission meeting is scheduled for September 27 at 8:30 a.m.

b) Amendment No. 1 to an agreement with Kelly & Weaver to provide support on federal legislation, funding, and EPA issues

c) Amendment No. 2 to an agreement with Galardi Rothstein Group to provide assistance with Solids Management Plan development

d) Amendment No. 1 to an agreement with Galardi Rothstein Group for assistance with general financial management

Staff will provide updates to the Commission under the Executive Director's report on projects approved under \$100,000. These amendments will provide coverage for the remainder of 2010.

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e) Overview of 2011 budget process

The September Commission meeting will include the first budget workshop, which will focus on the 2011 operations and maintenance budget. Other agenda items will be health insurance renewal and recommendation of a market adjustment. The October 13 Commission meeting will focus on rates and long term capital plan. The October 28 Commission meeting will include the second budget workshop and finalize the 2011 rates that staff will take forward to its customers. The budget hearing will be held at the November meeting and budget adoption will be in December.

f) NACWA 2010 Nutrient Summit

Tom Sigmund has been accepted to participate in the NACWA Nutrient Summit meeting.

g) Employee Recognition Banquet

The Employee Recognition Banquet will be held Thursday, September 16, beginning at 6:00 p.m.

11) 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) Discussion of possible dispute on Swan Road Interceptor

b) Status report on Rockland appeal of De Pere annexation

Motion #10-085

It was moved by Scheberle, seconded by Hasselblad, 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.

12) Reconvene in open session.

Motion #10-086

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to reconvene in open session.

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There being no further business to come before the Commission, the meeting adjourned at 9:42 a.m.

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Secretary