

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
PROCEEDINGS OF THE COMMISSION

Regular meeting of the Commission held October 26, 2009.

PRESENT: Commissioners Alesch, Hasselblad, Mainz, Zabel, and Scheberle

ALSO PRESENT: T. Sigmund, P. McCarthy, P. Kaster, D. Busch, W. Angoli, M. Pierner, J. Kennedy, J. Christ, L. Evenson, B. Vander Loop, D. Cawley, J. Czypinski, M. Kersten, D. Lefebvre, M. Erschnig, B. Bartel, J. Van Sistine, J. Nicks–Legal Counsel

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

1) Approval of minutes of Commission meetings held September 28 and October 5, 2009.

Motion #09-119

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to approve the September 28 and October 5, 2009 minutes as distributed.

2) GBMSD customer survey results.

L. Evenson reviewed GBMSD's customer survey results, as follows:

- Quality of service
- Customer satisfaction level
- Rate development
- Services provided
- Rates and payment options
- Availability of information
- Strategic planning
- Waste disposal technologies
- Solids management
- Comments

Commissioner Scheberle arrived.

3) Approval of market adjustment.

J. Christ stated that last month the Commission asked how the increased 2010 health insurance premiums and a 1.5% market adjustment would impact employees' pay. She reported a 1.5% market adjust would increase the 2010 budgeted net salaries by \$102,739.

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J. Christ stated the additional employee premium sharing for 2010 using Network Health Plan would be \$41,770. The increased health insurance premiums would be 40% of the 2010 market adjustment.

Commissioner Mainz asked what our customers are doing for a market adjustment. J. Christ replied the City of Green Bay has 42 contracts that are not settled.

The Commission discussed whether a market adjustment was appropriate due to the current economy, but also recognized the many accomplishments by GBMSD employees this year and the importance of staying at market.

Motion #09-120

It was moved by Hasselblad, seconded by Mainz, and unanimously agreed to approve a 1.5% market adjustment.

Commissioner Mainz was excused from the meeting.

4) Wisconsin Wastewater Operators' Association award recipients.

T. Sigmund reported the Wisconsin Wastewater Operators' Association (WWOA) Conference was held in Green Bay two weeks ago. GBMSD was well represented and several employees were recognized by WWOA. Bruce Bartel, Treatment Leader became President of WWOA in September. WWOA has 2,000 members. Jean Van Sistine received the Service Award for her many years of service on the Clarifier staff. Dave Lefebvre received Operator of the Year Award for the Northeast Region, and Tom Sigmund was recognized as a lifetime member. Holly Blazer and Matt Schmidt's team took second place in the Operator Competition.

The Commission congratulated each of these employees and stated this indicates the organization made a wise choice because of the competency of service demonstrated by these individuals.

5) Matt Schmidt participated on the Central States Water Environment Federation's Operations Challenge Team.

T. Sigmund stated that he would like to hold this item until the next meeting.

6) Request Commission approval of Change Order #2, close out the Ashwaubenon Creek Interceptor Segment #3, Project 2004-03, and authorize final payment to Kruczek Construction, Inc. in the amount of \$43,192.46.

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B. Vander Loop reported contract additions/subtractions were made by two contract change orders. He requested Commission approval of Change Order #2, close out of Project 2004-03, and issue final payment to Kruczek Construction.

Motion #09-121

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to approve Change Order #2, close out the Ashwaubenon Creek Interceptor Segment #3, Project 2004-03, and authorize final payment to Kruczek Construction, Inc. in the amount of \$43,192.46.

- 7) Request Commission approval to close out the Wastewater Conveyance from Southern Service Area, Project 2008-07 Contract C and authorize final payment to Gabe's Construction Company in the amount of \$43,216.50.**

M. Pierner reported the Fox River and Interstate Highway 43 crossing portion of the conveyance piping and fiber optic network has been completed and recommends close out of Contract C and issue final payment.

Motion #09-122

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to approve close out of the Wastewater Conveyance from Southern Service Area, Project 2008-07 Contract C and authorize final payment to Gabe's Construction Company in the amount of \$43,216.50.

- 8) Request Commission approval of Amendment No. 1 to the agreement with Donohue and Associates, Project 2009-014 to provide engineering services during construction for monitoring and control improvements for the WAS Thickening Project in the amount of \$10,215.**

W. Angoli reported additional work was included in the monitoring and control improvements for the WAS Thickening Project to capture 50% grant funds from the American Recovery and Reinvestment Act.

Motion #09-123

It was moved by Scheberle, seconded by Hasselblad, and unanimously agreed to approve Amendment No. 1 to the agreement with Donohue and Associates, Project 2009-014 to provide engineering services during construction for monitoring and control improvements for the WAS Thickening Project in the amount of \$10,215.

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- 9) **Request Commission approval of Amendment No. 4 to the agreement with AECOM, Project 2007-003 to provide engineering services during construction for spray water system to final clarifiers as part of the construction contract for the RAS/WAS System Improvements in the amount of \$17,710.**

W. Angoli reported the center well in the final clarifiers collects excessive scum, which causes freezing problems in winter and odor problems in summer. He reported the addition of water sprays on all final clarifiers' center wells and modification to the scraper system should produce the desired scum removal from the final clarifiers' center wells.

Motion #09-124

It was moved by Hasselblad, seconded by Scheberle, and unanimously agreed to approve Amendment No. 4 to the agreement with AECOM, Project 2007-003 to provide engineering services during construction for spray water system to final clarifiers as part of the construction contract for the RAS/WAS System Improvements in the amount of \$17,710.

- 10) **Sewer plan approval:**
a) **City of Green Bay Spartan Road; GBMSD Request 2009-19**

M. Pierner reported the City of Green Bay is requesting 350 ft. of 8-inch sewer to be installed on Spartan Road. He requested approval of the sewer plan subject to favorable review by Brown County Planning and final approval by the Wisconsin Department of Natural Resources (WDNR).

Motion #09-125

It was moved by Scheberle, seconded by Hasselblad, and unanimously agreed to approve the City of Green Bay Spartan Road sewer plan subject to favorable review by Brown County Planning and final approval by the WDNR.

- 11) **Update of projects:**
a) **Consolidation Projects – General**

P. McCarthy reported substantial completion of the mill waste force main is anticipated by November 13. He reported chemical addition facilities at the De Pere Facility may not be available until August 2010 so staff is investigating temporary facilities for chemical addition.

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P. McCarthy reported that staff met with the De Pere mills discharging to the West Side Interceptor to discuss options for hydrogen sulfide mitigation.

- b) Consolidation Projects – Treatment plants construction phase**
- c) Consolidation Projects – Conveyance facilities construction**

M. Pierner reported 75% of the pipe is in the ground. The contractor is attempting to have all pipe installed by November 20.

- d) RAS/WAS System Improvements Project**

W. Angoli stated the RAS/WAS System Improvements Project is moving along with no major issues. The project should reach substantial completion by January/February 2010.

- e) Solids Management Plan**

W. Angoli reported the External Stakeholder Advisory Committee met October 20 and positive comments were received on the four selected alternatives.

- f) Ambient Water Quality Monitoring Program collaboration update**

J. Kennedy reported a grant proposal has been submitted to the National Oceanic and Atmospheric Administration Center for Sponsored Coastal Ocean Research, Coastal Hypoxia Research Program. The proposal represents a four-year effort to investigate the existing and potential extent of hypolimnetic hypoxia in the middle region of Green Bay. GBMSD's role in the program will be to share data that we already plan to collect as part of our expanded Ambient Water Quality Monitoring Program.

Commissioner Hasselblad stated this is a worthwhile, collaborative effort.

Commissioner Mainz returned.

12) Operation report:

- a) Effluent quality for September**

D. Busch reported both facilities have met effluent compliance for September. He stated in September the plant experienced exceedingly high daily phosphorus values due to the Labor Day weekend. He reported shut down of a plant aeration basin could be done as a preventative measure over the Thanksgiving holiday if the plant experiences loss of biological phosphorus removal as a result of reduced BOD loading from the mills.

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b) Air quality for September

D. Busch reported both facilities have met air quality compliance for September.

13) Legal Counsel report:

a) None

14) Executive Director's report:

a) November Commission meeting

The budget hearing will be held on November 23.

b) Eco Fibre start up

Eco Fibre started up its recycled pulp processing facility two weeks ago. Eco Fibre had a full tank of bioxide at its facility but staff did not add it to its wastewater as required due to a miss communication between Mr. Van Den Heuvel and his staff. GBMSD staff notified Eco Fibre's staff and they began adding the bioxide. By early afternoon, the facility was shut down and has not been in operation since. T. Sigmund sent a letter to Mr. Van Den Heuvel regarding Eco Fibre's violation of the Amended Special Order.

c) Public notice of air construction permit

The DNR issued a draft construction air pollution control permit to GBMSD on October 13.

J. Kennedy reported a Class I legal notice will be published on October 16 and then a 30-day public comment period will begin. He stated if no comments are received, the DNR will issue a final permit.

The Commission congratulated staff, especially John Kennedy, on their diligent and successful efforts.

A meeting was held last Tuesday with Paul Kent–MEG, Dave Taylor–Madison MSD, and Todd Ambs–DNR regarding phosphorus standards. The DNR Board met last week on NR151, which may impact the State Phosphorus Rule.

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15) **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) **Fox River PCB sediment issues**
- b) **Fox River PCB insurance coverage issues**

Motion #09-126

It was moved by Hasselblad, seconded by Mainz, 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.

16) **Reconvene in open session.**

Motion #09-127

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

17) **Budget workshop.**

T. Sigmund reported several adjustments were made since the first budget document, as follows:

- Revised flow estimates for both De Pere and Green Bay Facilities
- Adjusted municipal loadings to De Pere
- Adjusted maintenance salaries
- Transferred Salaries to Capital Projects
- Adjusted solid waste disposal
- Adjusted Professional Development for Business Services, Engineering, and Environmental Services
- Adjusted Watershed Planning Strategic Investment
- Added 1.5% market adjustment to Salaries
- Adjusted Financial Consultant Outside Services
- Adjusted Interceptor Contracted Services
- Adjusted Rate Stabilization Reserves
- Transfer cost to be funded by PERF Reserves

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T. Sigmund reviewed the following:

- Proposed capital spending
- Strategic investments
- 2010 expenses
- Top 10 industrial users
- Monthly household utility costs
- Use of reserve funds
- Municipal rate with and without rate stabilization
- GBMSD municipal rate compared to CPI and NACWA
- 9.2% rate increase
- Projected rate increases
- Budget recommendation

T. Sigmund reported the benchmark municipal combined rate was reduced to \$1.68339 per 1,000 gallons.

There being no further business to come before the Commission, the meeting adjourned at 10:20 a.m.

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Secretary