

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

Regular meeting of the Commission held December 14, 2009.

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

**EXCUSED:** Commissioner Scheberle

**ALSO PRESENT:** T. Sigmund, P. McCarthy, P. Kaster, D. Busch, T. Woodworth, W. Angoli, M. Pierner, J. Christ, L. Evenson, B. Vander Loop, J. Czypinski, M. Erschnig, A. Kardoskee, D. Lefebvre, D. Cawley, J. Van Sistine, J. Nicks–Legal Counsel; R. Kopish–Chamber of Commerce; B. Desing and T. Ghylin–CH2M Hill

Commission President Alesch called the meeting to order at 8:30 a.m. He stated that Georgia-Pacific has shut down its operation at its Day Street mill, and as a result, will no longer send any process wastewater for treatment to GBMSD. The budget before the Commission today does not reflect the loss in revenue from Georgia-Pacific.

J. Nicks from Godfrey & Kahn stated that the budget process as stated in 65.90 of the State Statutes describes the process that GBMSD has historically followed. He recommended the Commission approve the budget as presented at the budget hearing and have staff propose an amended 2010 budget for approval by the Commission at the January meeting.

Commissioner Alesch asked if staff has been in contact with our customers. T. Sigmund stated that he met with Ed Wiesner and his staff at the City of Green Bay on their concerns regarding the proposed rate. The City indicated that it must use some of its own reserves to keep its rate down. T. Sigmund also met with Kelly Wolff at Georgia-Pacific, which was when GBMSD received notice of the mill shut down. T. Sigmund will meet with the De Pere City Council tomorrow.

**1) Budget adoption.**

Staff requested Commission approval to adopt the budget as presented with the understanding that changes will be made to the budget in January.

**Motion #09-136**

It was moved by Hasselblad, seconded by Mainz, and unanimously agreed to adopt the 2010 budget.

**3) Approval of minutes of Commission meeting held November 23, 2009.**

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**Motion #09-137**

It was moved by Mainz, seconded by Zabel, and unanimously agreed to approve the November 23, 2009 minutes as distributed.

**4) Adopt Retirement Resolution for Al Kardoskee.**

P. McCarthy stated that Al Kardoskee has worked at the De Pere Wastewater Treatment Plant for 25 years and at GBMSD for 2 years. He stated that Al Kardoskee was a voice of reason working with GBMSD staff during the 1978 Agreement, and has been very helpful on GBMSD's Billing Committee and assisting our Pretreatment Program and Engineering Department. Mr. Kardoskee is a great guy, a team player, and has been a joy to work with.

Commissioner Alesch stated the Commission is grateful for your service and wished him a happy retirement.

A. Kardoskee thanked everyone for the kind words. He stated that he has enjoyed everything that he has done in the wastewater field. He stated this organization is incredible and he will miss it. He stated that he has enjoyed his two years at GBMSD and is happy to have worked here.

T. Sigmund stated that Al Kardoskee is an exemplary employee. He has shown a great spirit making this change and represents all the best of the De Pere Facility employees. He thanked him for his service.

**Motion #09-138**

It was moved by Hasselblad, seconded by Zabel, and unanimously agreed to adopt the Retirement Resolution for Al Kardoskee. (Resolution #09-018 is on file at the GBMSD offices.)

**5) Request Commission approval of the 2010 dental insurance premium sharing and benefit change.**

J. Christ stated proposals were received from various dental carriers. She reported Kansas City Life (KCL) has been GBMSD's dental carrier for years. She contacted KCL and Reliance Standard to ask for a two-year rate guarantee as suggested by the Commission at the last meeting. Reliance Standard offered a rate guarantee for two years and KCL declined to modify its rate.

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**Motion #09-139**

It was moved by Hasselblad, seconded by Mainz, and unanimously agreed to enter into a two-year contract with Reliance Standard to provide dental insurance coverage for all eligible employees. (See Commission File #09-007 for approved actions.)

**6) Request Commission approval of Change Order No. 1 to Meter Station #4 Rehabilitation Project 2006-05 at no cost.**

B. Vander Loop requested approval of a no cost change order. He reported the contractor is requesting a time extension to minimize potential damage to restored asphalt pavement and concrete work from winter settlement of the backfilled trench.

**Motion #09-140**

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to approve Change Order No. 1 to Meter Station #4 Rehabilitation Project 2006-05 at no cost.

**7) Approve Resolution to amend the assigned flow volume and unit concentrations for unmetered/unsampled sanitary sewer lateral connections.**

B. Vander Loop reported that GBMSD's Sewer Use Ordinance provides staff the authority to determine the need and frequency of wastewater flow metering and sampling and to establish by resolution the flow and unit concentrations. Staff annually reviews the assigned flow and unit concentration values for possible changes.

**Motion #09-141**

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to approve Resolution to amend the assigned flow volume and unit concentrations for unmetered/unsampled sanitary sewer lateral connections.

**Resolution #09-019**

WHEREAS, the Commission for the Green Bay Metropolitan Sewerage District ("GBMSD") has authority pursuant to Section 9.20 of GBMSD's Sewer Use Ordinance to establish by resolution the assigned flow, concentration and infiltration and inflow charges for wastewater which is not metered or sampled; and

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WHEREAS, staff for GBMSD has conducted a review of the assigned volume and concentration values for sewer service areas within GBMSD which are not metered or sampled and have recommended changes to the assigned values;

NOW, THEREFORE, be it resolved by the Commission of the GBMSD, Brown County, Wisconsin, pursuant to Section 9.20 of GBMSD's Sewer Use Ordinance, that the assigned flow value and unit concentrations for an unmetered and unsampled sanitary sewer lateral connection to 90,000 gallons, 200 ppm biochemical oxygen demand (BOD), 250 ppm Total Suspended Solids (TSS), 6.3 ppm Phosphorous (P), and 40 ppm Total Kjeldahl Nitrogen (TKN). This assignment of flow and concentration is effective January 1, 2010.

Adopted this 14<sup>th</sup> day of December 2009 by the Green Bay Metropolitan Sewerage District.

- 8) **Requesting Commission approval for SEH to provide engineering design services for the electrical generator system – existing fuel oil system upgrade in the amount of \$68,400 and a 5% contingency for a total project amount of \$71,900.**

W. Angoli reported SEH is currently installing new underground fuel oil piping to connect to GBMSD's existing fuel oil piping system. He stated that in February 2009 the Wisconsin Department of Commerce (DCOMM) approved new leak detection system requirements for underground fuel oil piping. He stated that GBMSD must upgrade its piping to be in compliance with DCOMM regulations by January 31, 2011.

#### **Motion #09-142**

It was moved by Mainz, seconded by Hasselblad, and unanimously agreed to approve SEH to provide engineering design services for the electrical generator system – existing fuel oil system upgrade in the amount of \$68,400 and a 5% contingency for a total project amount of \$71,900.

- 10) **Update of projects:**
- a) **Consolidation Projects – General**
  - b) **Consolidation Projects – Treatment plants construction phase**
  - c) **Consolidation Projects – Conveyance facilities construction**
  - d) **RAS/WAS System Improvements Project**
  - e) **In-District Sustainability update**

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The Commission congratulated staff on the In-District Sustainability process and the Strategic Plan report.

- 11) **Operation report:**
- a) **Effluent quality for November**
  - b) **Air quality for November**

D. Busch reported both facilities were in compliance with effluent and air quality limits for November. He reported the Green Bay Facility set a new record best for ammonia concentration with a value of .02 mg/L.

- 12) **Legal Counsel report:**
- a) **None**

- 13) **Executive Director's report:**
- a) **January Commission meeting**
  - b) **2010 Commission calendar**

Please review the proposed 2010 Commission schedule.

- c) **Nominations of officers for 2010**

Election of officers will take place at the January meeting.

- 14) **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**
  - c) **Status report on Rockland appeal of De Pere annexation**

#### **Motion #09-143**

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.

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**15) Reconvene in open session.**

**Motion #09-144**

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

**2) Discuss budget modifications.**

T. Sigmund reported that staff has been looking at opportunities to reduce expenses in the 2010 budget. He stated there will be some savings for not treating Georgia-Pacific's wastewater. He stated the rate could increase to approximately \$1.71.

Commissioner Alesch stated that staff should find ways to use GBMSD's assets for additional revenue streams.

Commissioner Hasselblad asked if there are services GBMSD can provide.

Commissioner Mainz asked what the cost savings would be and a list of pros and cons if staff would be required to take a furlough.

**16) Review of selected alternatives for the Solids Management Plan.**

W. Angoli introduced Bill Desing and Trevor Ghylin from CH2M Hill.

B. Desing reviewed the following:

- Project mission statement
- Alignment with Strategic Plan
- Identification of alternatives
- Evaluation of alternatives
- Attributes weighted for selecting alternatives
- Evaluation of alternatives
- Identify preferred alternatives
- Summary of four remaining alternatives
- Detailed information on four alternatives
- Examples of composting facilities
- Estimate costs by alternatives
- Schedule to complete project

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**9) Ordinance update.**

T. Sigmund asked the Commission to review the information provided on the Ordinance update, and staff will follow up with the Chamber of Commerce on its interest.

There being no further business to come before the Commission, the meeting adjourned at 11:12 a.m.

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Secretary