

## PROCEEDINGS OF THE GREEN BAY WATER COMMISSION

Meeting of the Water Commission held at 8:30 a.m., Monday, February 8, 2016 at the Water Utility office.

Present: James F. Blumreich, Leon R. Engler, Kathryn Hasselblad-Pascale, Lisa M. Bauer Lotto, Douglas J. Martin, John C. Heugel, Nanette M. Nelson. Also present: Alderperson Thomas G. Sladek, General Manager Quirk, Comptroller Mueller, Engineering Services Manager Powell, Water Quality Manager Hardwick, Water Commission Attorney Vande Castle, Recording Secretary Houge, and Susan Frost of Frost Marketing.

Excused: None.

### Action Items:

1. The meeting was called to order by President Blumreich. A motion was made by Martin, seconded by Engler and unanimously carried to modify the Agenda, moving Item Three to the end of the meeting.
2. A motion was made by Hasselblad-Pascale, seconded by Nelson and unanimously carried to approve the regular Water Commission Meeting Minutes of January 11, 2016.
3. General Manager Quirk had previously recommended to the members to re-elect the current officers in their current positions. There were no other nominations presented. Nominations were closed. A motion was made by Heugel, seconded by Nelson and unanimously carried to re-elect the current officers.

### Information Items:

4. Commissioners reviewed the financial report. Comptroller Mueller stated the City was paid the payment in lieu of taxes for \$2.2 million. Other than that, no other information to report.
5. General Manager Quirk began her report with the information that, for the 21<sup>st</sup> year in a row, Comptroller Mueller has been awarded the Excellence in Financial Reporting Award. She will issue a press release stating this achievement.

Quirk stated Justin De Starkey, from the Customer Service/Metering department, took first place in the Meter Madness competition at the WI Section of AWWA Expo and will move forward to the AWWA national competition in Chicago.

She and Engineering Services Manager Powell met with the Village of Suamico to discuss supplying them with wholesale water. She will keep the Commission abreast of further discussions.

A new Accounts Payable Clerk was hired. Nikki Gerhard will be starting February 22, 2016. She is transferring from the Housing and Development department of the City of Green Bay.

Privatization of utility legislation has passed the assembly and is awaiting a vote from the state senate. Water Utility groups have submitted comments to the legislators opposing the process because of the decreased ability for public input in a timely manner and the omission of the requirement for PSC overview before voting.

Quirk stated the Utility, as one of the three largest water utilities in the state, participated with the Department of Military Affairs, the DNR, and Homeland Security in a resiliency workshop in Madison. There will be tabletop activities and emergency exercises this fall at the utilities with the National Guard and Homeland Security.

Quirk, Powell and Hardwick have begun meeting with some of the larger users as part of the population and demand projects needed for the Master Plan.

AWWA ACE16 international conference is coming to Chicago. The Utility submitted a paper regarding their cybersecurity study, which was accepted. It will be presented at the conference.

Quirk met with attorney Kyle Guyla regarding the Employee Manual update. It should be completed and brought to the Commission in November for review and presented to the Commission in December for approval where applicable.

General Manager Quirk stated the process of training the managers on the new Employee Performance Evaluation Forms and procedures has begun. Quirk took an assessment to determine her strengths and met with the consultant to review the outcome. She will have all managers do the same. The purpose of the assessment is to improve evaluation performance skills in management.

Quirk went on to address the situation in Flint, Michigan and the effect it may have on Green Bay. She invited Filtration Manager Hardwick to give a synopsis on the situation in Flint. Following Hardwick's informative explanation, a discussion ensued regarding the events of Flint. Much discussion pertained to the processes and procedures the Green Bay Water Utility has in place, the vast difference between Green Bay's practices and Flint's practices, maintaining the highest quality water supply, protecting the consumers, and educating the public about Green Bay's water supply. Heugel requested that a plan be presented to the commission.

Quirk stated she and Hardwick will join the Brown County Health Department's Lead Coalition. This group meets quarterly.

3. Blumreich read the motion to convene into closed session. Roll call was taken and the Commissioners met in closed session.

Session resumed in open forum and meeting was adjourned at 11:00 a.m.

Respectfully submitted

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Leon R. Engler