

PROCEEDINGS OF THE GREEN BAY WATER COMMISSION

Meeting of the Water Commission held at 8:30 a.m., Monday, October 10, 2016 at the Water Utility office.

Present: James F. Blumreich, Lisa Bauer-Lotto, Leon R. Engler, Kathryn Hasselblad-Pascale, John C. Heugel, Nanette M. Nelson. Also present: Alderman Sladek, General Manager Quirk, Comptroller Mueller, Engineering Services Manager Powell, Water Commission Attorney Vande Castle, and Recording Secretary Smith

Absent: Douglas J. Martin (excused)

Action items

1. The meeting was called to order by President Blumreich. A motion was made by Hasselblad-Pascale, seconded by Engler, and unanimously carried to approve the agenda.
2. A motion was made by Nelson, seconded by Engler, and unanimously carried to approve the Commission Meeting minutes of September 12, 2016
3. Engineering Services Manager Powell explained the revisions to the ordinance, including updating definitions and changing the permit amount from \$200.00 to \$100.00.

A motion was made by Heugel, seconded by Hasselblad-Pascale, and unanimously carried to approve Ordinance Revision 16.155 Compulsory Connection to Water and Abandonment of Wells, subject to revising the draft according to the Commissioners' comments. The modifications were to make "municipal water system" language consistent throughout the document.

4. A motion was made by Hasselblad-Pascale, seconded by Engler, and unanimously carried to approve recommending to the City Council the Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

Information Items

5. Comptroller Mueller presented the Green Bay Water Utility September 30, 2016 Cash Position Report and August 31, 2016 Financial Statements. The usage by the Top 12 Users is down by 5%. There are likely two reasons for this. One is that WI Public Service is in the process of shutting down their coal plant. The other is that Proctor and Gamble decided to go with a different water source for some of their processes.
6. General Manager Quirk gave her report:

General Manager Quirk has had conversations with the Central Brown County Water Authority about potential collaborations. The Commissioners decided to create a subcommittee of Commissioners to analyze the Utility's best courses of action and interests in regards to this collaboration. Hasselblad-Pascale, Heugel, and Nelson volunteered to be subcommittee members.

New employee Zack Wagner started on October 3rd as a Pumping Mechanic/Electrician. Erika Bronkhorst started as a Billing Assistant on October 10th.

The managers will be meeting with Attorney Kyle Guyla October 10th to discuss draft updates to the Employee Handbook.

The Executive Assistant position will be changing to a part-time position. General Manager Quirk is looking to hire a full-time Communication Director.

Lead Poisoning Prevention Week will be October 23rd-29th. AWWA will be sending public relations materials to utilities nationwide to promote awareness.

The Brown County Health Department is hosting a "This is Public Health" event to be held at Shopko Hall, where they will have a Lead Coalition table. The Utility gave them flyers and other Utility lead education materials to hand out at the event.

The Utility will be participating in a national research project in collaboration with EET, an engineering consulting firm. The project is exploring the effectiveness of full house flushing water after a lead service replacement. The consulting firm will be taking samples in Green Bay and other utilities around the nation, including Milwaukee.

The Utility will be sending postcards to owners and residents of homes where the private service material is not known. The postcards ask the recipient to determine their material and report it to the Utility via either online survey or phone call. There will be three rounds of the postcard sent out.

General Manager Quirk has instructed that, through the end of the year, one Distribution crew will be performing lead replacement while the other will serve as a floater to repair main leaks and to perform other system maintenance as needed.

The rebuilt lake pump is repaired and reinstalled at the Lake Station.

General Manager Quirk was invited and agreed to be on the Water Utility Energy Challenge Advisory Board, which will consist of approximately 4-5 meetings over a year in connection with the Great Lakes Protection Fund.

The Utility is working on the 2017 budget and a Commission subcommittee is needed to examine it. Blumreich, Hasselblad-Pascale, and Bauer-Lotto volunteered for the subcommittee. Commissioner Martin was on the subcommittee last year and will be invited to join, also.

Village of Wrightstown Public Works Director Travis Coenen says that many village residents are getting rid of their reverse osmosis systems and water softeners. The feedback he is getting about the Green Bay Water Utility wholesale water is positive. The Billing Agreement with the Utility is being considered by their Village Board.

The Green Bay Water Utility won the "Best Tasting Water in Wisconsin 2016" taste test at the Wisconsin Section of the American Water Works Association Annual Conference and Expo in Madison. General Manager Quirk is working with Utility staff and PR consultants to spread the word.

The meeting was adjourned at 9:25 A.M.

Respectfully submitted,

Leon R. Engler, Secretary