

**ALLOUEZ VILLAGE BOARD MEETING  
TUESDAY, AUGUST 5, 2025 AT 6:30 P.M.  
ALLOUEZ VILLAGE HALL, 1900 LIBAL STREET**

CALL TO ORDER / ROLL CALL

In the absence of President Rafter, Trustee Atwood nominated Trustee Matthew Harris for chair.

**Atwood/Marsch moved to nominate and elect Harris as Chair. Motion carried.**

Trustee Harris called the meeting to order at 6:34 p.m.

Present: Atwood, Genrich, Harris, Marsch, Sampson

Excused: Leiterman, Rafter

Staff Present: Trevor Fuller, Sean Gehin, Josh Ritchie

MODIFY / ADOPT AGENDA

**Atwood/Marsch moved to modify the agenda removing item #5. Motion carried.**

ANNOUNCEMENTS

- a. Music in the Park at Green Isle on August 14<sup>th</sup> from 5:00 pm – 8:00pm
- b. Movie in the Park on August 15<sup>th</sup> at Voyageur Park beginning at dusk
- c. Picklefall Pickleball Tournament on October 4<sup>th</sup>
- d. Hiring of Josh Wood, Equipment Operator, Street Department
  - o S. Gehin – pleased to announce the hiring of Josh Wood who recently moved to Green Bay from the state of Washington. Josh has over 20 years of experience of operating trucks and front-end loaders. His 1<sup>st</sup> day was Monday, July 28<sup>th</sup>, and very excited to have him as part of the team.

PUBLIC COMMENT

Becky Nyberg, 214 Simonet Street

- Responsible for organizing Good Neighbor Week in the Village of Allouez. The City of Green Bay had the program established and with it being such a great program, began one in the Village with collaboration from the City of Green Bay.
- Due to demand of need, the Village of Allouez set-up their own week for Good Neighbor Week taking place the week of August 25<sup>th</sup>. This is a different week than the City of Green Bay in order to have helpers from both communities assist each other.
- Currently looking for volunteers and personally invited the Board Members to come and help.
- Five homes have been selected to receive the help, which is all outside work from staining a deck, weeding, and any other yard work that is needed. Lunch will be provided by either the home owner or the Neighbor Week program.

CONSENT AGENDA

**Sampson/Atwood moved to:**

- a. Approval of Village Board minutes dated 7/1/25
  - b. Accept and Place on File minutes from:
    - i. Plan Commission dated 3/18/25 & 4/15/2025
    - ii. Public Works dated 6/3/25
  - b. Approval of accounts payable dated 6/27/25, 7/3/25, 7/11/25, 7/18/25, 7/25/25
- Motion carried.**

### CHLORINE LEAK INCIDENT REPORT

S. Gehin

- On May 5, 2025, at 10:49 a.m. a chlorine gas leak began in the chlorine room of the AZ-2 Water Connection Station located at 141 Vande Hei Road. One Water Department operator was present in the room at the time of the leak. Once the operator evacuated the chlorine room 911 was contacted. Green Bay Metro Fire Department HazMat team was deployed to the scene to contain the situation.

Josh Ritchie, Water Department Foreman

- The residual chlorine of the incoming water (from CBCWA) dropped below 0.65mg/L around 1:00 a.m. on May 5, 2025. This prompted the chlorine booster pumps to activate.
- A water department operator arrived at the AZ-2 connection station at 7:15 a.m. to perform the daily rounds at the station. Upon arrival it was noticed that the chlorine booster pumps were running, but no chlorine was being added.
- Upon investigation, the operator noticed that the manually operated valves on chlorine gas tanks were in the closed position.
- The operator manually turned the operating valve on chlorine tank 2 a quarter turn to the "on" position.
- The system began to pump chlorine as normal.
- The pre-chlorine level reached 0.75mg/L at 8:05 a.m. and automatically turned off the chlorine booster system.
- The operator returned to AZ-2 connection station to investigate a slight chlorine smell around 10:30 a.m. The operator began investigating the leak using a bottle of ammonia. The leak was detected at the connection point between the Regal Automatic Switchover Gas Chlorinator and the Chlorine Gas Cylinder Valve.
- The operator turned to grab a wrench that was located on the windowsill behind him and at this time the chlorinator disconnected from the cylinder valve and began leaking chlorine gas.
- The operator immediately left the room and called the water utility foreman.

#### Chlorine Leak Timeline:

- **10:49 a.m.** - The operator calls the water utility foreman to inform of chlorine leak. The foreman sends another operator to the site and prepares to alert emergency response.
- **10:55 a.m.** - Water Utility Forman calls 911
- **11:10 a.m.** - Emergency response team begins to arrive onsite and begins setting a perimeter of the area.
- **11:30 a.m.** - Green Bay Metro HazMat team contains the leak and begins monitoring ambient air.
- **12:10 p.m.** - The operator is transported via ambulance (non-emergency) to Aurora BayCare Medical Center for further evaluation.
- **2:00 p.m.** - The operator is released from Aurora BayCare Medical Center with no injury.

#### Post Incident Investigation, May 6, 2025:

- It was discovered that two lead seals were present at the connection point of the chlorinator and the chlorine cylinder valve. It is believed that this caused an insufficient connection between the regulator and the chlorine cylinder ultimately causing the chlorine leak.
  - Every time the chlorinator is removed from a chlorine gas cylinder valve, the lead seal should be removed and replaced.

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- Chlorine Cylinder installation instructions are posted on the wall in the Chlorine Room.
  - Instructions for the removal and replacement of the lead seals is also posted on the chlorinator next to the connection point.
- Accident was reported to both the WDNR and EPA.
- Last tank exchange was January of 2024.

### Dave Dellemann, Green Bay Fire Department

- One of the HazMat Technicians on scene.
- Appreciative that there was a representative from the Village of Allouez on the scene when they arrived. This enabled them to get notification that there was not anyone in the building, which helps with the process.
- The Battalion Chief arrived. Winds were south so the houses facing the building were put under “shelter at place”. Knocked on doors, residents that were home were instructed to turn off central air/HVAC to stop anything from migrating into the home.
- Engine arrived for decontamination purposes. To stop the leak, the tank had to be shut off.
- The employee that was exposed was transported to a medical facility.

### Tony Piontek, Green Bay Fire Department Battalion Chief

- Wanted to give the Village of Allouez employees recommendation for the actions prior, during, and after the event. They did exactly what they were supposed to do, which enabled the Fire Department to be able to do their job in a timely and informative manner.

## WATER SERVICE LINE INVENTORY AND LEAD SERVICE LINE REPLACEMENT UPDATE

### S. Gehin and Josh Ritchie, Water Department Foreman

- Water Service History: Lead historically was used for water services but was phased out in the 1930's and 1940's. In 1984, lead solder used in interior plumbing was phased out. As of 1991 LCR requires lead monitoring/testing. In 2021 LCR requires inventory of water services and in 2024 LCR requires ID & replacement of all lead.
- The Lead-Copper Rule Revision became an EPA requirement in December 2021, with the DNR enforcing it in Wisconsin. Municipal requirements are to inventory all water services – public and private including material, size, age, address, and method of verification. The inventory was submitted to the DNR by October 16, 2024.
- The Village has a plan to identify all unknown services by 2030 with identifying approximately 500 homes/businesses a year. Cross Connection Control Inspections are completing about 300 homes per year with the remaining 200 being done by Water Utility Appointments. Currently working north to south (oldest to newest).
- Known lead services are 65 locations with 49 being utility services and 18 are private services. Known galvanized services are a total of 35 with 8 galvanized downstream of lead.

## Lead Service Line Replacement Plan

Year	Project	Est. Lead Services Removed	Est. Cost	Funding
2025	Annual Replacement	8-10	\$30,000	Utility Budget
2026	Annual Replacement	8-10	\$30,000	Utility Budget
2027	Annual Replacement	8-10	\$40,000	Utility Budget
	Street Reconstruct Project	25	\$100,000	2027 Bond
2028	Annual Replacement	8-10	\$75,000	Utility Budget
2029	Annual Replacement	8-10	\$75,000	Utility Budget
Est. Totals		65-75	\$300,000 - \$400,000	

### 2025 CONSTRUCTION PROJECT UPDATE

S. Gehin

#### **Reconstruction Projects:**

- **Park Drive:** Road excavation has been completed with Private Side Sanitary Sewer Lateral installation and concrete work (curb and driveway aprons) to follow. Project is on schedule.
- **St. Francis Drive:** Storm sewer main installation to continue. Temporary water to be installed between Crescent Drive and Webster Avenue later in the week. Watermain installation between Crescent and Webster to follow. Project is on schedule.
- **Crescent Drive:** Road excavation has been completed with Private Side Sanitary Sewer Lateral installation and concrete work (curb and driveway aprons) to follow. Project is on schedule.
- **Greene Avenue:** Watermain installation to continue between Regina and Greenwald. Storm sewer main installation to begin mid-week. Project is slightly behind schedule due to extra work added. Work will be completed by the middle to end of October.
- **Regina Street:** Project to begin after contractor completes work between East River Drive and Greenwald.
- **Webster Avenue Crossing:** Beginning on August 4<sup>th</sup>, the Village of Allouez, in partnership with the Brown County Highway Department, will be closing the outside north and southbound lanes at Webster Avenue (CTH X) and Greene Avenue intersection. The closure is necessary to make improvements to the existing pedestrian crossing including new ADA curb ramps, rapid flashing beacons, pavement markings and signage.

**Sanitary Sewer Lining Project:** all the work has been completed

#### **East River Drive Watermain Relay:**

- Work has been completed. Road restoration to be completed under separate contract in August.

**Street Resurfacing Project:**

- **E. Ledgeview Street:** Concrete work has been completed with pavement removal to begin week of August 4<sup>th</sup>.
- **Gwynn Street:** Concrete work is currently in progress. Minor utility work and pavement removal to follow.
- **Normandy Lane:** Concrete removal and replacement to begin this week with minor utility work to follow.
- **East River Drive:** Concrete removal and replacement to begin soon with minor utility work to follow.
- **Braebourne Court:** Concrete work has been completed with pavement removal to begin week of August 4<sup>th</sup>.
- **W. Mission Street:** Concrete work has been completed with pavement removal to begin week of August 4<sup>th</sup>.

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

**Sampson/Genrich moved to adjourn at 7:22 p.m. Motion carried.**

*Minutes submitted by Kim Siudzinski, Deputy Clerk*