

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF WEDNESDAY, JUNE 13, 2018**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, June 13, 2018.

Meeting was called to order at 8:00 A.M. by Ms. Reiss.

Present: Rachel Reiss, Chair (Glendale); John Edlebeck, Secretary (Whitefish Bay); Scott Botcher, Member (Fox Point); Charlie Imig, Alternate (Glendale)

Also present: Eric Kiefer, Plant Manager & Recording Secretary

MINUTES

It was moved by Mr. Botcher, seconded by Mr. Edlebeck, and unanimously carried to approve the minutes for the meeting held May 9, 2018.

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer provided the Commission with a report regarding plant operations. During his discussion, he mentioned that pumpage is higher this May than last year May. The report was placed on file without any motion.

ANNUAL OPERATING BUDGET

Mr. Kiefer presented the monthly financial reports, and they were put on file without motion.

MONTHLY BILLS

It was moved by Mr. Botcher, seconded by Mr. Edlebeck, and unanimously carried that the following payments be approved and authorization was given to the Fiscal Agent to make such payments.

<u>Vendor</u>	<u>Amount</u>
American Bolt (nuts, bolts, and washers)	\$413.23
BMO Harris Bank (credit card - General Fund)	\$1,033.06
-- Amazon (bags, hangers, labels): \$60.07	
-- AT&T (monthly charge for internet): \$59.19	
-- eBay google (Google Mini Home): \$2.74	
-- eBay jaycoaed (AED, Philips Heartstart): \$687.00	
-- Google (monthly charge for Google Suite Basic): \$54.16	
-- Siteground (website hosting, domain ID protection): \$24.00	
-- Straight Talk (monthly cell phone charges): \$45.90	
-- USPS (stamps): \$100.00	
Chemtrade (treatment chemical: alum)	\$2,981.11

Concentra (pre-employment testing)	\$174.00
Department of Natural Resources (water use fee -- Great Lakes)	\$6,182.00
Diversified Benefit Services (Section 125 Plan administration and mailings)	\$96.41
Eric Kiefer (reimbursement for ice, paper, and stamp)	\$42.65
Eurofins (compliance monitoring)	\$780.00
Falls Manufacturing (shaft fabrication for basin)	\$1,418.55
Faust Company (backflow preventer testing and reporting)	\$592.00
Fuchs & Boyle (legal service)	\$253.50
Grainger (custodial supplies, expansion joint, knife, painting supplies, LED light fixture, trimmer line, electrical supplies, safety supplies, tape, lab supplies, grease, reagent water, davit crane, belts, and thermometer)	\$2,272.45
Great America (lease payment for copier/printer)	\$100.00
Hawkins (treatment chemicals: aqueous ammonia, phosphate, and polymer)	\$4,416.88
Home Depot (plumbing supplies, threaded rod, and trimmer)	\$266.38
Inductive Automation (Total Care Support for SCADA software)	\$4,666.80
Modular Piping Supply (pipe)	\$40.00
Mulcahy Shaw (reagents for Swan chlorine analyzer)	\$702.20
Nalco (treatment chemical: mussel control polymer)	\$1,996.89
North Shore Fire/Rescue (first aid, CPR, and bloodborne pathogen training)	\$180.00
Northern Lake Services (compliance monitoring)	\$68.00
Office Copying Equipment (maintenance payment for copier/printer)	\$25.07
Quill (markers)	\$79.90
Retroff Jeanson (accounting services)	\$1,040.00
Rowell Chemical (treatment chemical: fluoride)	\$7,366.88
Sealco (mechanical seal replacement for sludge pump)	\$463.75
Securian / Minnesota Life (employee life insurance)	\$142.89
Spectrum Business (internet services, Bender phone, and Klode phone)	\$525.95
Swanson Flo (valve actuator)	\$4,338.76
T-Mobile (mobile internet)	\$31.05
UPS Store (shipping charges for compliance monitoring)	\$58.82
US Cellular (cell phone)	\$4.25
USABluebook (hoses for chemical feed pump, primer, rust preventer, and paint)	\$1,243.99
Village Ace Hardware (fountain paint, spray paint, and cleaner)	\$129.83
Village of Fox Point (gasoline)	\$144.39
We Energies (Bender Electric)	\$14,390.50
We Energies (Bender Gas)	\$331.88
We Energies (Green Tree Electric)	\$17.60
We Energies (Henry Clay Electric)	\$18.67
We Energies (Klode Electric)	\$4,129.17
We Energies (Klode Gas)	\$15.42
Wisconsin State Lab of Hygiene (fluoride analysis)	\$25.00
SUB-TOTAL	\$63,199.88

Capital Fund

SUB-TOTAL \$0.00

TOTAL \$63,199.88

CAPITAL PROJECTS

Mr. Kiefer explained that plant staff removed the actuators on several valves associated with filters 5 and 8 so that SwansonFlo, the actuator vendor, can take measurements. SwansonFlo should be able to make final modifications and deliver the actuators in July. Several minor purchases were also made.

It was moved by Mr. Edlebeck, seconded by Mr. Botcher, and unanimously carried to approve the payment request for the Filter Improvement Project in the amount of \$1,051.25 as per Mr. Kiefer's memo dated June 13, 2018.

GARAGE ROOF AND SIDING

Mr. Kiefer explained that the Commission budgeted to replace the roof and siding on the garage located at the Bender facility. He provided the Commission with a tabulation of quotations that were solicited.

The lowest quote was from a company called Ellenbecker Exterior's LLC. He explained the scope of the project and the cost. Mr. Kiefer mentioned that he thought the cost was a little high. He believes this is the case because the project is relatively small, and the Commission requires the contractor to have insurance.

It was moved by Mr. Edlebeck, seconded by Mr. Botcher, and unanimously approved to accept the agreement from Ellenbecker Exterior's LLC and to authorize the Plant Manager to sign said agreement which is in the amount of \$7,250.00.

LEAD AND COPPER UPDATE

Mr. Kiefer explained that all 120 sample kits were delivered to homes in Fox Point, Glendale, and Whitefish Bay. He mentioned that he including a thank you card in each kit. If residents collect the sample by July 2, and provide a valid email address, the Commission will send a Starbucks eGift card for \$5.

Mr. Kiefer reported that more residents have collected samples than he expected during the first week of the monitoring program. Consequently, he is hopeful that most of the samples will be collected in June.

No action was taken at this time.

DISCUSSION OF DRAFT PROPOSAL REGARDING LEAD AND COPPER STUDY

Mr. Kiefer explained that he has been working with Clark Dietz to discuss a phosphate optimization study. He thought it was necessary to conduct said study given the claim made by the Wisconsin Department of Natural Resources (WDNR) that most water utilities in the State of Wisconsin probably do not feed enough phosphate for optimal lead and copper control.

Mr. Kiefer explained that the proposal is in draft format and is currently incomplete. He wanted to get feedback from the Commission before bringing it back at the July meeting.

The Commission had concerns with the proposal. Mr. Edlebeck asked about the effects of raising the phosphate level as it pertains to wastewater and MMSD. Mr. Kiefer mentioned that increasing the phosphate residual would require MMSD to remove more phosphorus from the wastewater before discharging the water in the environment.

There was another basic concern expressed by the Commission. What is there reason for the study? If the Commission is in compliance with regulations right now, then there is no reason to increase or decrease the phosphate residual.

Mr. Kiefer explained that the regulations could change in the future. If that does happen, he explained that the Commission should be prepared. He is suggesting that the Commission conduct a study, at the very least, to change from its current phosphate product to straight orthophosphate. Not only would it cost less to feed this product, it is more concentrated. He thinks it is likely that the current phosphate feed equipment and storage facilities would be adequate to handle a significantly higher phosphate residual--without any additional capital improvements.

Mr. Edlebeck asked about employee safety concerns associated with the orthophosphate product. Mr. Kiefer explained that the system is contained and no handling, such as handling drums, would be required. He explained that he would have to get back to Commission with more details once he had more information.

It was the consensus of the Commission that Mr. Kiefer bring back the proposal at the July meeting with a scope that focuses on switching the lead and copper corrosion chemical without changing the dose.

MANAGER'S REPORT

1. Plant staff verified the accuracy of all 3 master meters as well as all 3 interconnect meters.
2. North Shore Fire Department conducted CPR, first aid, and bloodborne pathogen training for plant staff.
3. The transfer switch associated with the Bender generator was not working properly. AC Engineering inspected our equipment and determined there was a problem with a breaker: the same breaker that was previously repaired by AC Engineering's subcontractor. AC Engineering replaced the problematic breaker with our spare. Plant staff is attempting to get said breaker repaired under warranty.
4. AC Engineering inspected our primary switchgear and transformers and switched them to alternate the active line.

5. The electric actuator on the Whitefish Bay fill valve stopped working on May 26. Plant staff worked with Whitefish Bay's staff and contractor to inspect and replace the valve actuator.
6. Plant staff removed several filter valve actuators in preparation for filter upgrades this year.
7. After weeks of poor internet connectivity at Klode Park, Spectrum inspected their equipment and found a problem with a component that was installed. After removing said component, the problem was resolved.
8. Plant staff delivered all lead and copper sample kits to residents in Fox Point, Glendale, and Whitefish Bay.

Mr. Edlebeck mentioned that the Village of Whitefish Bay is pursuing a grant from the Public Service Commission for an energy audit and energy-related studies. He explained the grant program and encouraged the other members to look into it. Mr. Edlebeck also explained that he will submit a grant proposal on behalf of the North Shore Water Commission.

NEXT MEETING

The next regular meeting was scheduled for Wednesday, July 11, 2018 at 8:00 AM.

ADJOURNMENT

It was moved by Mr. Edlebeck, seconded by Mr. Botcher, and unanimously carried to adjourn at 8:40 A.M.

Submitted by:



6/15/2018

Eric Kiefer, Plant Manager and Recording Secretary

Date

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