

**MINUTES OF THE  
NORTH SHORE WATER COMMISSION  
MEETING OF WEDNESDAY, MAY 9, 2018**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, May 9, 2018.

Meeting was called to order at 8:05 A.M. by Mr. Botcher.

Annual rotation of office: Glendale, Chair; Whitefish Bay, Secretary; Fox Point, Member & Fiscal Agent. Ms. Reiss chaired the meeting following the rotation of office.

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 April 11, 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 lower 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.

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Amber Gerdman (reimb: certification test)	\$25.00
Atsou-Tse Koffi-Kutodzo (reimb: mileage and conference fee)	\$141.71
BMO Harris Bank (credit card - General Fund)	\$641.68
-- Amazon (cFast card, 32 GB): \$62.84	
-- AT&T (monthly charge for internet): \$59.18	
-- ePlastics (UHMW tube): \$369.60	
-- Google (monthly charge for Google Suite Basic): \$54.15	
-- Straight Talk (monthly cell phone charges): \$45.90	

-- USPS (stamps): \$50.00

Brentwood (chain for basins)	\$3,152.63
Diversified Benefit Services (Section 125 Plan administration)	\$95.00
Duane Ziege (reimb: mileage)	\$26.71
Eurofins (compliance monitoring)	\$380.00
Fuchs & Boyle (legal service)	\$312.00
Gielow's Lawn and Garden (Toro lawn tractor maintenance items)	\$256.65
Grainger (custodial supplies, tape, sandpaper, bottles, gloves, lab supplies, plumbing supplies, hardware, and recirc pump maintenance items)	\$548.82
Great America (lease payment for copier/printer)	\$100.00
Hawkins (treatment chemicals: aqueous ammonia and phosphate)	\$2,454.26
Idexx (collection vessels, Colilert growth media, and quantitrays)	\$3,334.30
Journal Sentinel (publish annual water quality report)	\$990.97
LAI (sludge pump repair parts)	\$505.40
Northern Lake Services (compliance monitoring)	\$69.02
Office Copying Equipment (maintenance payment for copier/printer)	\$25.53
Olin (treatment chemical: sodium hypochlorite)	\$2,782.36
Redford Data Services (support agreement - approved April meeting)	\$11,850.00
Rotroff Jeanson (accounting services)	\$1,608.00
Securian / Minnesota Life (employee life insurance)	\$128.92
Spanning Cloud Apps (Google backup services)	\$420.00
Spectrum Business (internet services, Bender phone, and Klode phone)	\$525.95
Starnet Technologies (NCC data charges)	\$300.00
Superior Chemical (custodial supplies)	\$128.27
T-Mobile (mobile internet)	\$31.05
UPS Store (shipping charges for compliance monitoring)	\$325.22
US Cellular (cell phone)	\$4.75
Village Ace Hardware (grass seed)	\$20.69
Village of Fox Point (gasoline)	\$56.30
Village Outdoor Living (oil filter)	\$10.79
We Energies (Bender Electric)	\$13,113.62
We Energies (Bender Gas)	\$1,315.70
We Energies (Green Tree Electric)	\$15.98
We Energies (Henry Clay Electric)	\$16.91
We Energies (Klode Electric)	\$3,413.96
We Energies (Klode Gas)	\$14.67
Wilkens-Anderson (Petri dishes)	\$91.00
Wisconsin Dept of Revenue (business tax registration renewal)	\$10.00
Wisconsin State Lab of Hygiene (fluoride analysis)	\$25.00

SUB-TOTAL \$49,268.82

Capital Fund

SUB-TOTAL \$0.00

TOTAL \$49,268.82

### CAPITAL PROJECTS

Mr. Kiefer explained that plant staff performed minor work on the filter upgrade project and purchased needed supplies. He also explained that more items were purchased for the SCADA upgrade project and some effort was put toward setting up the alarming system on the new SCADA system.

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 \$677.04 and the payment request for the SCADA Upgrade Project in the amount of \$1,820.09 as per Mr. Kiefer's memos dated May 9, 2018.

### LEAD AND COPPER TESTING UPDATE

Mr. Kiefer provided the Commission with a memo and copies of emails received from the Wisconsin Department of Natural Resources (WDNR). He explained that WDNR has notified the Commission that its monitoring requirement will go from 30 samples to 80 samples this summer. Furthermore, he explained that after this summer, all of the lead and copper monitoring requirements will be taken off the monitoring requirements for the Commission and placed onto each utility.

Mr. Kiefer explained the details of said monitoring and provided some background information about the lead and copper rule.

Mr. Edlebeck asked questions about how to fill out the WDNR forms. Mr. Kiefer answered as many questions as he could. Some questions could not be answered, and Mr. Kiefer indicated that he will contact the WDNR for guidance.

One of the biggest concerns expressed by Mr. Edlebeck, and the other Commissioners, had to do with copper-with-lead-solder Tier 1 sample sites. Should they be eliminated from the monitoring plan or not?

Mr. Kiefer announced that Clark Dietz is willing and able to provide assistance with this project. In particular, he stated that Clark Dietz could help each utility with identifying sample sites and completing the WDNR paperwork required for each.

The Commission asked if Mr. Kiefer had any cost estimates for the services to be performed by Clark Dietz. He did not. Because of the accelerated schedule, any services will be billed on a time-and-material basis.

Mr. Kiefer also mentioned the need for the Commission to re-evaluate its lead and copper corrosion program. Although it was optimized in 2008, recent email from WDNR claims most water utilities are not feeding enough phosphate to reduce lead release in home with lead services. Consequently, Mr.

Kiefer believes the Commission should review its lead and copper corrosion strategy as soon as possible. He stated that he will be working with Clark Dietz in getting a proposal put together for the July meeting.

At this time, no action was taken by the Commission.

MANAGER'S REPORT

1. Plant staff repaired all of the broken chains for the sludge collection systems in basins #1, #2, and #3.
2. Plant staff replaced the lab clearwell and tap water sample lines.
3. Plant staff is removing rust on filter drain piping and is preparing to apply primer and paint to those areas.
4. Plant staff replaced a fan inside high service pump #4 variable frequency drive.
5. Plant staff responded to several power outages on April 14, 2018.
6. Plant staff replace the Glendale master magmeter with a calibrated spare meter on May 8, 2018.

NEXT MEETING

The next regular meeting was scheduled for Wednesday, June 13, 2018 at 8:00 AM.

ADJOURNMENT

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

Submitted by:

  
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Eric Kiefer, Plant Manager and Recording Secretary

5/10/2018  
\_\_\_\_\_  
Date