

AGENDA
NORTH SHORE WATER COMMISSION

400 West Bender Road
Glendale, WI 53217
Wednesday, December 13, 2017
8:00 A.M.

1. Call to order by the Chairman.
2. Approval of the minutes of the November meeting.
3. Monthly report of plant operations.
4. Discussion of annual operating budget.
5. Approval of monthly bills and estimated invoices.
6. Status report of current capital projects. Action may be taken to approve capital expenditures and authorize payment to vendors.
7. Discussion of new website and possible action to make changes as determined during discussion.
8. Manager's report.
9. Date and time of the next regular Commission Meeting.
10. Adjournment.

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF Wednesday, November 8, 2017**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, November 8, 2017.

Meeting was called to order at 8:00 A.M. by Mr. Botcher.

Present: Scott Botcher, Chair; John Edlebeck, Member; Dave Eastman, Secretary

Also present: Eric Kiefer, Plant Manager & Recording Secretary

MINUTES

It was moved by Mr. Eastman, seconded by Mr. Edlebeck, and unanimously carried to approve the minutes for the meeting held October 11, 2017.

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer provided the Commission with a report regarding plant operations. He explained that pumpage in October is higher than last October because of hot and dry weather in the beginning of the month. Mr. Kiefer also mentioned that plant staff switched to a different pumping / filling schedule which should improve efficiency of the high service pumps.

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

<u>Vendor</u>	Amount
Alexander Chemical (treatment chemical: sodium hypochlorite)	\$2,770.77
BMO Harris Bank (credit card - Operating Fund)	\$115.01
-- Google (monthly charge for Google Suite Basic): \$54.16	
-- Siteground (domain registration renewal): \$14.95	
-- Straight Talk (monthly phone plan - Foreman): \$45.90	
Diversified Benefit Services (Section 125 Plan administration)	\$95.00
Duane Ziege (reimb for conference fee and certification renewal)	\$65.00
Eurofins (compliance monitoring)	\$380.00

Fastenal (nuts and bolts)	\$386.59
Fuchs and Boyle (legal services)	\$19.50
Grainger (custodial supplies, fuses, lab reagents, light fixtures and bulbs, paint, caulk, cables, plumbing supplies, and filters)	\$618.52
Great America (lease payment for copier/printer)	\$100.00
Hawkins (treatment chemicals: aqueous ammonia)	\$435.97
Idexx (Colilert)	\$2,271.47
MMSD (3rd quarter sludge disposal)	\$1,924.51
Minnesota Life / Securian (employee life insurance)	\$128.92
Northern Lake Service (compliance monitoring)	\$67.00
Office Copying Equipment (maintenance payment for copier/printer)	\$22.60
Outdoor Lighting (time and material to repair light poles)	\$975.05
Rotroff Jeanson (monthly accounting services)	\$1,010.00
Spectrum Business (internet services, Bender phone, and Klode phone)	\$680.03
Starnet Technologies (NCC data charge for 4th quarter)	\$300.00
Superior Chemical (floor stripper, floor finish, glass cleaner, and paper products)	\$504.77
T-Mobile (mobile internet)	\$31.05
US Cellular (cellular phone service)	\$4.25
USA Bluebook (chlorine reagent)	\$518.83
Village Ace Hardware (grass seed)	\$17.09
Village of Fox Point (gasoline)	\$59.95
We Energies (Bender Electric)	\$14,550.59
We Energies (Bender Gas)	\$281.29
We Energies (Green Tree Electric)	\$15.99
We Energies (Henry Clay Electric)	\$16.92
We Energies (Klode Electric)	\$3,753.79
We Energies (Klode Gas)	\$18.50
Whitefish Bay Water Utility (water bill at Klode Park)	\$241.74
Wisconsin State Lab of Hygiene (fluoride analysis & enrollment in 2018 water microbiology certification program)	\$633.00

SUB-TOTAL \$33,013.70

Maintenance Reserve

SUB-TOTAL \$0.00

TOTAL \$33,013.70

CAPITAL PROJECTS

Mr. Kiefer provided a brief report about the capital improvement projects. First, Mr. Kiefer reported that plant staff is continuing its efforts to set up the new SCADA system HMI. He explained that the process is going slower than expected due to extra effort required to address unique characteristics

of Bristol hardware and associated software.

Second, Mr. Kiefer explained that plant staff is working on installing new filter actuators as well as differential pressure transducers for selected flow meters. He mentioned that they found a valve that did not operate correctly. Quotations have been solicited for a replacement valve.

Third, Mr. Kiefer mentioned that plant staff continues to work on demolishing the old chemical feed room as time permits.

It was moved by Mr. Eastman, seconded by Mr. Edlebeck, and unanimously carried to approve the payment request for the SCADA Upgrade Project in the amount of \$6,157.18, the payment request for the Filter Improvement Project in the amount of \$2,576.34, and the payment request for the Chemical Feed Project Upgrade in the amount of \$204.30 as per Mr. Kiefer's memos dated November 7, 2017.

CHEMICAL QUOTATIONS

Mr. Kiefer presented his recommendations for acceptance of chemical quotations. He mentioned that all unit costs are the same or lower than last year, with the exception of sodium hypochlorite which increased 2.3% from last year.

It was moved by Mr. Edlebeck, seconded by Mr. Eastman, and unanimously carried to accept the chemical quotations as noted in Mr. Kiefer's memo dated November 1, 2017.

Accepted Quotations:

Hawkins: ammonium hydroxide (19%) - \$0.240/lb

Olin: sodium hypochlorite (12.5%) - \$0.710/gal

Rowell: hydrofluorosilicic acid (23%) - \$0.164/lb

ChemTrade: liquid Aluminum Sulfate - \$263/dry ton

Hawkins: phosphate (LPC-132) - \$0.420/lb

Hawkins: polymer (Flocculation Aid AquaHawk 6527) - \$0.65/lb

Nalco: Veligon TL-M (Mussel Control) - \$1.11/lb

CAPITAL IMPROVEMENT PLANS

Mr. Kiefer provided the Commission with a 5-year and 20-year capital improvement plan. He explained that the plans are the same as the ones presented last month with the following exceptions. First, he fixed the spelling of the word "capital," which was originally misspelled throughout the documents. Second, he placed the new interconnection project at 2025 as proposed last month by Mr. Eastman. Third, he placed an HVAC upgrade at year 2036 to fill the gap. Mr. Kiefer explained that the project could be scheduled sooner if the original 1962 equipment fails.

Mr. Edlebeck asked about financing the 2020 capital improvement project. He asked the other Commissioners if it would be beneficial to have a single entity raise the capital and make arrangements for the other members to reimburse that entity--much like the North Shore Fire Department. Mr. Botcher discussed what factors should be evaluated when raising capital for this kind of a project. After discussion, there was agreement that it would be best if each member raised their capital commitment independently.

It was moved by Mr. Eastman, seconded by Mr. Edlebeck, and unanimously carried to approve the 5 and 20 year capital improvement plans prepared by Mr. Kiefer dated November 3, 2017.

MANAGER'S REPORT

1. Basin #2 was cleaned and inspected. After minor repairs were made, it was put back into service.
2. The northwest reservoir was put back into service after it was successfully inspected by SEH. Plant staff intends to make minor repairs suggested by SEH before the next inspection in 2018.
3. Plant staff successfully replaced the actuator on the left effluent valve on filter #4 during the capital project. However, in the process of doing the project, staff discovered the valve itself does not seat properly. Arrangements are being made for the valve to be replaced.
4. The Veligon TL-M chemical feed system at Klode Park has been turned off in preparation for winter operations.
5. Plant staff transitioned to winter tower/standpipe fill schedule.
6. Plant staff is developing new website that will likely be ready by December.

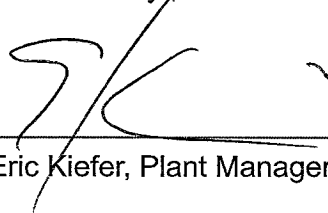
NEXT MEETING

The next regular meeting was scheduled for Wednesday, December 13, 2017 at 8:00 AM.

ADJOURNMENT

It was moved by Mr. Eastman, seconded by Mr. Edlebeck, and unanimously carried to adjourn at 8:30 A.M.

Submitted by:


Eric Kiefer, Plant Manager and Recording Secretary

11/9/2017

Date

NORTH SHORE WATER COMMISSION
 Monthly Summary of Operations
 Month of November, 2017
 12/12/2017

	WFB.	GLE.	FPT.	MEQ	Totals
M.G. Metered at Plant	26.688	38.948	25.073	0.000	90.709
M.G. Milwaukee Interconnect	0.000	0.000	0.000	0.000	0.000
M.G. Metered in System	1.093	3.301	-10.766	6.372	0.000
M.G. Charged to Members	27.781	42.249	14.307	0.000	84.337
M.G. Charged to All Users	27.781	42.249	14.307	6.372	90.709
M.G. Same Month Last Year (Members)	29.816	42.706	14.646	6.563	87.168
M.G. Same Month Last Year (All)	29.816	42.706	14.646	6.563	93.731
Accumulated M.G.	345.758	550.067	181.013	77.270	1154.108
Accumulated M.G. Last Year	347.865	577.919	193.428	80.316	1199.528
Accumulated % of Total Pumped	29.96%	47.66%	15.68%	6.70%	100.00%
Monthly % of Total Pumped	30.63%	46.58%	15.77%	7.02%	100.00%
Accumulated % Pumped of Members	32.11%	51.08%	16.81%		100.00%
Monthly % Pumped of Members	32.94%	50.10%	16.96%		100.00%
Average Daily Pumpage in M.G.	0.926	1.408	0.477	0.212	3.024

	Nov. 2017	Nov. 2016
Maximum Day Pumpage (MG)	3.421	3.656
Date of Max. Pumpage (Day)	21	30
Maximum Flow Rate (MGD)	7.255	6.303
Date of Max Flow (Day)	6	29
Hour of Max Flow (24 Hour Clock)	6	18
Average Station Pressure (PSI)	83.5	83.5
Avg. Total Cl Residual (mg/L) - Tap	2.76	2.75
Raw Water Temperature (F) - Max	46	53
Raw Water Temperature (F) - Ave	43	48
Raw Water Temperature (F) - Min	41	42
Tap Hardness (mg/L as CaCO3) - Max	150	140
Tap Hardness (mg/L as CaCO3) - Ave	137	135
Tap Hardness (mg/L as CaCO3) - Min	132	130

	Nov. 2017	Nov. 2016
Bender On-Peak Consumption (KWH)	49,862	55,751
Bender Off-Peak Consumption (KWH)	102,563	103,108
Klode On-Peak Consumption (KWH)	14,938	14,744
Klode Off-Peak Consumption (KWH)	28,906	29,682
Electrical Charge / KWH	\$0.08782	\$0.08783
KWH / M.G.	2,164	2,169
\$ / M.G.	\$190.01	\$190.48

Chemicals Applied	Nov. 2017		Nov. 2016	
	mg/L	\$/MG	mg/L	\$/MG
Ammonium Hydroxide	0.766	\$8.06	0.510	\$5.59
Sodium Hypochlorite	3.773	\$18.14	2.971	\$14.96
Fluoride	0.744	\$5.95	0.908	\$7.42
Alum	9.981	\$9.53	9.370	\$18.83
Carbon (PAC)	0.000	\$0.00	0.000	\$0.00
Polymer - Mussel Control	0.000	\$0.00	0.000	\$0.00
Phosphates	2.549	\$9.35	2.359	\$9.22
Cationic Polymer	0.828	\$4.48	0.792	\$5.15
Total Chemical Cost		\$55.52		\$61.17

Water Metering	Nov. 2017		Nov. 2016	
	M.G.	% Diff.	M.G.	% Diff.
Corrected High Service (Filters)	91.570	0.9	93.320	-0.4
Total High Service	100.493	10.8	97.965	4.5
Communities	90.709	0.0	93.731	0.0

NORTH SHORE WATER COMMISSION
Income Statement
For the Ten Months Ending October 31, 2017

	Current Month	Current Month Budget	Year to Date Actual	Year to Date Budget	Variance Budget to Actual	
Operating Revenues						
Sales for Resale						
466.01	Glendale-Operations	\$ 52,728.60	\$ 52,728.60	\$ 527,286.00	\$ 527,286.00	0.00
466.02	Whitefish Bay-Operations	32,129.57	32,129.57	321,295.70	321,295.70	0.00
466.03	Fox Point-Operations	17,726.66	17,726.66	177,266.60	177,266.60	0.00
466.05	Wholesale Water Sales	6,025.18	5,833.33	65,075.18	58,333.30	6,741.88
	Sales for Resale	108,610.01	108,418.16	1,090,923.48	1,084,181.60	6,741.88
Other Operating Revenue						
474.00	Lab Services Income	690.00	1,166.67	7,710.00	11,666.70	(3,956.70)
474.02	Storm Water Analysis Revenue	165.00	0.00	206.00	0.00	206.00
	Total Operating Income	109,465.01	109,584.83	1,098,839.48	1,095,848.30	2,991.18
Operation and Maintenance Expenses						
Source of Supply						
600.00	Operation Supvsn & Engrng	62.19	65.67	637.90	656.70	(18.80)
601.00	Operations Labor & Expenses	104.78	114.33	1,222.05	1,143.30	78.75
602.01	Purchased Water	0.00	833.33	9,194.00	8,333.30	860.70
603.00	Miscellaneous Expenses	0.00	84.25	342.69	842.50	(499.81)
610.00	Maint Supervisn & Engrng	120.19	125.83	1,678.51	1,258.30	420.21
611.00	Maint of Structures & Imprvmnt	104.78	114.33	1,222.05	1,143.30	78.75
613.00	Maint. of Crib & Wet Well	0.00	335.92	3,575.00	3,359.20	215.80
617.00	Maint of Mis Water Source Plnt	8.54	0.00	322.08	0.00	322.08
	Total Source of Supply Expenses	400.48	1,673.66	18,194.28	16,736.60	1,457.68
Pumping Expenses						
620.00	Operations Supvsn & Engrng	1,222.74	1,286.25	12,763.27	12,862.50	(99.23)
621.00	Fuel for Power Production	112.26	314.58	3,164.01	3,145.80	18.21
623.00	Fuel/Power Purchased for Pmpng	18,337.29	20,123.50	186,757.54	201,235.00	(14,477.46)
624.00	Pumping Labor & Expenses	10,394.23	11,201.92	100,486.05	112,019.20	(11,533.15)
626.00	Miscellaneous Expenses	1,782.19	2,261.67	20,994.78	22,616.70	(1,621.92)
630.00	Maint Supervisn & Engrng	600.96	738.92	6,384.92	7,389.20	(1,004.28)
631.00	Maint of Structures & Imprvmnt	688.43	1,202.08	14,090.89	12,020.80	2,070.09
632.00	Maint of Power Prod Eqpt	0.00	365.75	2,460.78	3,657.50	(1,196.72)
633.00	Maint of Pumping Eqpt	834.82	3,569.50	26,879.46	35,695.00	(8,815.54)
	Total Pumping Expenses	33,972.92	41,064.17	373,981.70	410,641.70	(36,660.00)
Water Treatment Expenses						
640.00	Operation Suprvsn & Engrng	1,222.74	1,286.25	12,763.27	12,862.50	(99.23)
641.00	Chemicals	5,310.25	7,130.00	58,964.74	71,300.00	(12,335.26)
642.00	Operation Labor & Expenses	16,690.66	15,759.00	145,314.20	157,590.00	(12,275.80)
643.00	Miscellaneous	1,731.77	2,250.58	21,113.79	22,505.80	(1,392.01)
650.00	Maint Supervision & Engrng	310.90	328.50	3,189.19	3,285.00	(95.81)
651.00	Maint of Structures & Imprvmnt	757.77	972.83	13,102.41	9,728.30	3,374.11
652.00	Operation Supvsn & Engrng	5,050.61	7,388.50	59,601.87	73,885.00	(14,283.13)
	Total Water Treatment Expenses	31,074.70	35,115.66	314,049.47	351,156.60	(37,107.13)

NORTH SHORE WATER COMMISSION
Income Statement
For the Ten Months Ending October 31, 2017

	Current Month	Current Month Budget	Year to Date Actual	Year to Date Budget	Variance Budget to Actual	
Transmission & Distribution Expenses						
660.00	Operation Supvsn & Engrng	120.19	125.83	1,277.06	1,258.30	18.76
661.00	Storage Facilities Expenses	104.78	114.33	1,222.05	1,143.30	78.75
670.00	Maint Supervisn & Engrng	62.19	65.67	637.90	656.70	(18.80)
676.00	Maintenance of Meters	0.00	83.33	0.00	833.30	(833.30)
	Total Trans. & Distribution Expense	287.16	389.16	3,137.01	3,891.60	(754.59)
Customer Accounts Expenses						
906.00	Customer Service & Infor Exps	62.19	65.67	637.92	656.70	(18.78)
	Total Customer Accounts Expenses	62.19	65.67	637.92	656.70	(18.78)
Administration & General Expenses						
408.00	FICA Taxes	2,871.01	3,187.00	28,686.44	31,870.00	(3,183.56)
920.00	Admin & General Salaries	2,465.78	2,995.17	25,470.73	29,951.70	(4,480.97)
921.00	Office Supplies & Expenses	1,349.80	1,261.17	14,471.75	12,611.70	1,860.05
923.00	Outside Services Employed	1,124.50	7,546.42	53,009.74	75,464.20	(22,454.46)
923.01	Engineering Services	0.00	0.00	3,300.00	0.00	3,300.00
924.00	Prop & P.L. Insurance	0.00	1,777.67	21,878.00	17,776.70	4,101.30
925.00	Injuries & Damages	0.00	3,361.67	36,594.50	33,616.70	2,977.80
926.00	Employee Pensions & Benefits	8,748.50	10,511.50	88,147.01	105,115.00	(16,967.99)
930.00	Miscellaneous General Expenses	37.23	596.58	7,420.68	5,965.80	1,454.88
930.03	Storm Water Labor	90.71	0.00	136.33	0.00	136.33
930.05	Storm Water Testing Supplies	89.20	0.00	131.53	0.00	131.53
932.00	Maintenance of General Plant	0.00	89.33	0.00	893.30	(893.30)
	Total Adm. & General Expenses	16,776.73	31,326.51	279,246.71	313,265.10	(34,018.39)
	Total Operations & Maintenance	82,574.18	109,634.83	989,247.09	1,096,348.30	(107,101.21)
	Net Operating Income	26,890.83	(50.00)	109,592.39	(500.00)	110,092.39
Nonoperating Income and Expense						
419.00	Interest Income	35.16	50.00	290.92	500.00	(209.08)
421.00	Misc Income	0.00	0.00	8,069.00	0.00	8,069.00
	Net Income	\$ 26,925.99	\$ 0.00	\$ 117,952.31	\$ 0.00	117,952.31

NORTH SHORE WATER COMMISSION
Income Statement
For the One Month and the Ten Months Ended October 31, 2017 and 2016

	<u>Current Month</u>	<u>Prior Year Month</u>	<u>Year to Date Actual</u>	<u>Prior YTD Date Actual</u>
Operating Revenues				
Sales for Resale				
466.01 Glendale-Operations	\$ 52,728.60	\$ 55,672.67	\$ 527,286.00	\$ 556,726.70
466.02 Whitefish Bay-Operations	32,129.57	30,648.35	321,295.70	306,483.50
466.03 Fox Point-Operations	17,726.66	16,872.07	177,266.60	168,720.70
466.05 Wholesale Water Sales	6,025.18	6,181.64	65,075.18	67,791.85
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Sales for Resale	108,610.01	109,374.73	1,090,923.48	1,099,722.75
Other Operating Revenue				
474.00 Lab Services Income	690.00	900.00	7,710.00	9,120.00
474.02 Storm Water Analysis Revenue	165.00	389.00	206.00	523.00
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Total Operating Income	109,465.01	110,663.73	1,098,839.48	1,109,365.75
Operation and Maintenance Expenses				
Source of Supply				
600.00 Operation Supvsn & Engrng	62.19	66.01	637.90	723.12
601.00 Operations Labor & Expenses	104.78	85.57	1,222.05	1,047.19
602.01 Purchased Water	0.00	0.00	9,194.00	9,230.00
603.00 Miscellaneous Expenses	0.00	7.65	342.69	335.42
610.00 Maint Supervisn & Engrng	120.19	260.22	1,678.51	1,428.76
611.00 Maint of Structures & Imprvmnt	104.78	85.57	1,222.05	1,047.19
613.00 Maint. of Crib & Wet Well	0.00	0.00	3,575.00	3,555.00
617.00 Maint of Mis Water Source Plnt	8.54	0.00	322.08	248.22
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Total Source of Supply Expenses	400.48	505.02	18,194.28	17,614.90
Pumping Expenses				
620.00 Operations Supvsn & Engrg	1,222.74	1,220.68	12,763.27	13,635.23
621.00 Fuel for Power Production	112.26	9.57	3,164.01	1,420.21
623.00 Fuel/Power Purchased for Pmpng	18,337.29	17,850.95	186,757.54	192,514.36
624.00 Pumping Labor & Expenses	10,394.23	10,411.42	100,486.05	104,525.09
626.00 Miscellaneous Expenses	1,782.19	1,923.68	20,994.78	20,846.90
630.00 Maint Supervisn & Engrng	600.96	560.58	6,384.92	6,403.49
631.00 Maint of Structures & Imprvmnt	688.43	529.88	14,090.89	8,562.25
632.00 Maint of Power Prod Eqpt	0.00	0.00	2,460.78	3,399.77
633.00 Maint of Pumping Eqpt	834.82	2,171.17	26,879.46	17,746.28
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Total Pumping Expenses	33,972.92	34,677.93	373,981.70	369,053.58

NORTH SHORE WATER COMMISSION
Income Statement
For the One Month and the Ten Months Ended October 31, 2017 and 2016

	<u>Current Month</u>	<u>Prior Year</u> <u>Month</u>	<u>Year to Date</u> <u>Actual</u>	<u>Prior YTD</u> <u>Date Actual</u>
Water Treatment Expenses				
640.00	1,222.74	1,220.68	12,763.27	13,635.19
641.00	5,310.25	1,367.24	58,964.74	78,028.85
642.00	16,690.66	17,303.31	145,314.20	145,039.39
643.00	1,731.77	1,910.68	21,113.79	21,153.43
650.00	310.90	330.06	3,189.19	3,615.85
651.00	757.77	625.11	13,102.41	8,274.68
652.00	5,050.61	3,667.47	59,601.87	69,254.80
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Total Water Treatment Expenses	31,074.70	26,424.55	314,049.47	339,002.19
Transmission & Distribution Expenses				
660.00	120.19	112.11	1,277.06	1,280.65
661.00	104.78	85.57	1,222.05	1,047.19
670.00	62.19	66.01	637.90	723.12
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Total Trans. & Distribution Expenses	287.16	263.69	3,137.01	3,050.96
Customer Accounts Expenses				
906.00	62.19	66.01	637.92	723.12
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Total Customer Accounts Expenses	62.19	66.01	637.92	723.12
Administration & General Expenses				
408.00	2,871.01	2,979.87	28,686.44	29,206.36
920.00	2,465.78	2,598.78	25,470.73	28,864.18
921.00	1,349.80	959.54	14,471.75	14,034.73
923.00	1,124.50	2,651.75	53,009.74	66,466.48
923.01	0.00	0.00	3,300.00	0.00
924.00	0.00	0.00	21,878.00	21,878.00
925.00	0.00	0.00	36,594.50	34,401.50
926.00	8,748.50	8,105.36	88,147.01	83,858.28
930.00	37.23	48.40	7,420.68	5,487.51
930.03	90.71	136.90	136.33	203.30
930.05	89.20	201.10	131.53	355.50
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Total Adm. & General Expenses	16,776.73	17,681.70	279,246.71	284,755.84
	<hr/>	<hr/>	<hr/>	<hr/>
Total Operations & Maintenance	82,574.18	79,618.90	989,247.09	1,014,200.59
	<hr/>	<hr/>	<hr/>	<hr/>
Net Operating Income	26,890.83	31,044.83	109,592.39	95,165.16
Nonoperating Income and Expense				
419.00	35.16	17.67	290.92	171.03
421.00	0.00	0.00	8,069.00	4,989.22
	<hr/>	<hr/>	<hr/>	<hr/>
Net Income	\$ 26,925.99	\$ 31,062.50	\$ 117,952.31	\$ 100,325.41
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

NORTH SHORE WATER COMMISSION

Balance Sheet

October 31, 2017 and 2016

<u>Account</u>	<u>Description</u>	<u>Current Year</u>	<u>Prior Year</u>
Assets and Other Debits			
Cash			
131.01	Checking	\$ 314,857.19	191,734.76
131.02	Pay Pal Account	545.46	545.46
131.09	Petty Cash	50.00	50.00
135.01	LGIP - Emergency Fund	25,288.43	25,105.94
	Total Cash	340,741.08	217,436.16
142.00	Accounts Receivable	32,147.03	31,619.28
142.01	Accts Receivable-Storm Water	165.00	0.00
154.05	Storm Water Testing Inventory	309.62	274.59
165.00	Prepayments	7,342.04	6,696.10
174.01	Due (to)/from Utility Plant Fd	(95,773.39)	342.86
	Total Assets & Other Debits	\$ 284,931.38	256,368.99
Liabilities and Other Credits			
Liabilities			
232.00	Accounts Payable	\$ 36,588.78	34,337.98
233.00	Payable to Municipalities	2,551.39	2,649.26
234.00	Credit Card Payable-BMO Harris	0.00	(156.51)
	Sect125 Payable	1,780.00	742.33
242.07	Payroll Liabilities	869.99	909.54
242.09	Wages Payable	21,434.86	20,951.42
242.10	Accrued Payroll Taxes	1,639.77	1,602.78
	Total Liabilities	64,864.79	61,036.80
Earned Surplus			
Unappropriated Earned Surplus: Beginning of Year			
215.01	Glendale - Operations	24,420.50	20,586.70
215.02	Whitefish Bay - Operations	18,149.85	16,040.45
215.03	Fox Point - Operations	9,543.93	8,379.63
	Unappropriated Earned Surplus	52,114.28	45,006.78
Appropriations of Surplus			
215.11	Glendale Emergency	11,500.00	11,500.00
215.12	Whitefish Bay Emergency	8,127.50	8,127.50
215.13	Fox Point Emergency	5,372.50	5,372.50
216.91	Glendale Contingency	13,707.50	13,707.50
216.92	Whitefish Bay Contingency	7,100.00	7,100.00
216.93	Fox Point Contingency	4,192.50	4,192.50
	Total Appropriations of Surplus	50,000.00	50,000.00
Balance Transferred from Income			
	Net Income	117,952.31	100,325.41
	Total Earned Surplus	220,066.59	195,332.19
	Total Liabilities & Other Credits	\$ 284,931.38	256,368.99

NORTH SHORE WATER COMMISSION
 Plant Financing by Utility or Municipalities
 For the Ten Months Ending October 31, 2017 and 2016

	Current Month	Year to Date This Year	Current YTD Budget	PY Current Mo.	PY Year to Date
Capital Contributions from Members					
40-421.0 Glendale Charges for Plant	\$ 4,305.34	61,596.41	0.00	12,304.31	52,402.33
40-421.0 Whitefish Bay Charge for Pla	2,963.78	42,402.68	0.00	8,470.23	36,073.51
40-421.0 Fox Point Charges for Plant	1,668.70	23,873.90	0.00	4,768.98	20,310.39
Total Capital Contributions	8,937.82	127,872.99	0.00	25,543.52	108,786.23
Other Funding Sources					
40-466.0 Wholesale Water Sales	5,442.94	58,745.08	0.00	5,570.26	59,903.37
40-419.0 Interest	510.30	3,733.32	0.00	208.80	1,949.49
Other Funding Sources	5,953.24	62,478.40	0.00	5,779.06	61,852.86
Total Funding Sources	14,891.06	190,351.39	0.00	31,322.58	170,639.09
Utility Plant Expenditures					
Source of Supply					
	0.00	0.00	0.00	0.00	0.00
Pumping Plant					
40-323 Other Power Production Eqpt	0.00	0.00	0.00	0.00	13,652.50
40-325 Electric Pumping Equipment	0.00	0.00	0.00	2,928.61	51,837.93
	0.00	0.00	0.00	2,928.61	65,490.43
Water Treatment Plant					
40-332 Sand or Media Filtration Equ	2,950.09	31,986.36	66,055.80	0.00	0.00
40-334 Other Water Treatment Equi	224.09	3,797.82	15,100.00	3,692.37	41,719.13
	3,174.18	35,784.18	81,155.80	3,692.37	41,719.13
Tranmission & Distribution Plant					
	0.00	0.00	0.00	0.00	0.00
General Plant					
40-392 Transportation Equipment	0.00	21,796.39	20,833.30	0.00	0.00
40-394 Tools, Shop & Garage Eqpt-	0.00	825.40	0.00	0.00	0.00
40-395 Laboratory Equipment	0.00	0.00	0.00	0.00	40,599.40
40-396 Power Operated Eqpt-Gen Pl	0.00	0.00	0.00	0.00	5,569.00
40-397.1 SCADA Equipment	6,157.18	70,181.32	69,971.70	0.00	18,403.16
	6,157.18	92,803.11	90,805.00	0.00	64,571.56
Total Utility Plant Expenditu	9,331.36	128,587.29	171,960.80	6,620.98	171,781.12
Sources of Funding					
Over (Under) Expenditures	\$ 5,559.70	61,764.10	(171,960.80)	24,701.60	(1,142.03)

NORTH SHORE WATER COMMISSION
Utility Plant Assets and Contributed Capital
October 31, 2017 and 2016

<u>Account</u>	<u>Description</u>		<u>Current Year</u>	<u>Prior Year</u>
Assets				
40-131.00	Savings	\$	575,500.81	571,347.76
40-142.00	Receivable for Asset Additions		47,170.91	35,666.02
40-174.01	Due (to)/from Operations		95,773.39	(342.86)
	Total Assets	\$	<u>718,445.11</u>	<u>606,670.92</u>
 Liabilities and Contributed Capital				
Liabilities				
40-232.00	Accounts Payable Utility Plant	\$	2,914.67	1,039.73
40-234	Credit Card Payable-BMO Harris		3,766.34	0.00
	Total Liabilities		<u>6,681.01</u>	<u>1,039.73</u>
 Contributed Capital				
Reserve Balances:				
40-215.01	Glendale Plant Reserve		313,103.78	249,710.47
40-215.02	Whitefish Bay Plant Reserve		215,541.42	218,823.04
40-215.03	Fox Point Plant Reserve		121,354.80	138,239.71
	Total Reserve Balances		<u>650,000.00</u>	<u>606,773.22</u>
 Current Year Capital Contributions and Other Funding Sources				
	Over (Under) Expenditures		<u>61,764.10</u>	<u>(1,142.03)</u>
	Net Contributions to Capital		<u>711,764.10</u>	<u>605,631.19</u>
	Total Liabilities & Contributed Capital	\$	<u>718,445.11</u>	<u>606,670.92</u>

NORTH SHORE WATER COMMISSION
Storm Water Income Statement
For the Ten Months Ending October 31, 2017

	Current Month		Year to Date	
Storm Water Analysis Revenue	\$ <u>165.00</u>	0.13	\$ <u>206.00</u>	0.02
Total Revenues	<u>165.00</u>	0.13	<u>206.00</u>	0.02
Expenses				
Storm Water Labor	90.71	0.07	136.33	0.01
Storm Water Testing Supplies	<u>89.20</u>	0.07	<u>131.53</u>	0.01
	179.91	0.14	267.86	0.02
Revenues	<u>165.00</u>		<u>206.00</u>	
Net Income	\$ <u><u>(14.91)</u></u>	(0.01)	\$ <u><u>(61.86)</u></u>	0.00

BILLS TO BE APPROVED AT COMMISSION MEETING OF**12/13/2017**

A.C. Engineering (maintenance of electrical systems)	\$2,354.20
Alexander Chemical (treatment chemical: sodium hypochlorite)	\$2,768.00
Batteries Plus (lamp disposal)	\$9.84
BMO Harris Bank (credit card - Operating Fund)	\$715.57
-- Amazon (hard drives and hard drive holders): \$401.00	
-- AT&T (monthly charge for internet and one-time installation fees): \$165.51	
-- Google (monthly charge for Google Suite Basic): \$54.16	
-- Straight Talk (monthly phone plan - Foreman): \$45.90	
-- USPS (postage): \$49.00	
Diversified Benefit Services (Section 125 Plan administration)	\$95.00
Eurofins (compliance monitoring)	\$380.00
Fastenal (nuts and bolts)	\$386.58
Fuchs and Boyle (legal services)	\$19.50
Grainger (custodial supplies, electrical supplies, control transformer, mop and bucket, first aid supplies, fuses, lab reagents, light fixtures and bulbs, paint, plumbing supplies, and filters)	\$2,289.60
Great America (lease payment for copier/printer)	\$100.00
Hach (phosphate reagent)	\$72.94
Hawkins (treatment chemicals: aqueous ammonia, polymer, and phosphates)	\$5,044.93
Idexx (collection vessels, comparators, and quality control media)	\$875.33
Lincoln Contractors Supply (masonry saw blade)	\$215.99
McMaster-Carr (stainless steel screen and electrical terminals)	\$62.70
Minnesota Life / Securian (employee life insurance)	\$128.92
Mulcahy Shaw Water (reagents for chlorine analyzer)	\$452.65
Northern Lake Service (compliance monitoring)	\$67.00
Office Copying Equipment (maintenance payment for copier/printer)	\$18.00
Quill (office supplies, pens, and pencils)	\$59.19
Rotroff Jeanson (monthly accounting services)	\$1,010.00
Spectrum Business (internet services, Bender phone, and Klode phone)	\$491.68
Superior Chemical (hand soap)	\$106.12
Swanson Flo (repair of valve actuator)	\$971.15
T-Mobile (mobile internet)	\$31.05
US Cellular (cellular phone service)	\$4.25
USA Bluebook (phosphate reagent)	\$330.90
Village Ace (hardware and hose)	\$63.92
Village of Fox Point (gasoline)	\$61.12
We Energies (Bender Electric)	\$13,363.41
We Energies (Bender Gas)	\$1,206.03
We Energies (Green Tree Electric)	\$18.16
We Energies (Henry Clay Electric)	\$19.23
We Energies (Klode Electric)	\$3,872.51
We Energies (Klode Gas)	\$20.10

WDATCP (renewal of water lab license)	\$1,020.00
Wilkins Anderson (petri dishes)	\$90.72
Wisconsin State Lab of Hygiene (fluoride analysis)	\$25.00

SUB-TOTAL	\$38,821.29
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Maintenance Reserve

SUB-TOTAL	\$0.00
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TOTAL	\$38,821.29
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11/30/2017 Checking account balance - Main	\$398,072.25
11/30/2017 Checking account balance - Secondary	\$545.46
11/30/2017 Local Government Investment Pool balance (Capital Funds)	\$576,015.55
11/30/2017 Local Government Investment Pool balance (Operating Reserve Funds)	\$25,311.05

**North Shore Water Commission
Payment Request
SCADA Upgrade Project (2017-1)**

Eric Kiefer
December 13, 2017

Expenses pertaining to the SCADA Upgrade Project were reviewed and approved by the Commission.

The Commission is requesting payment of \$4,044.10 for expenses assigned to this capital improvement project. The proportionate costs for the respective municipalities are as follows:

<i>Member</i>	<i>Capital Rate*</i>	<i>Amount Due</i>
<i>Fox Point</i>	<i>18.67%</i>	<i>\$755.03</i>
<i>Glendale</i>	<i>48.17%</i>	<i>\$1,948.04</i>
<i>Whitefish Bay</i>	<i>33.16%</i>	<i>\$1,341.03</i>

Respectfully,

Eric Kiefer

**Rates approved at the January 14, 2015 Commission Meeting.*

North Shore Water Commission
SCADA Upgrade Project (2017-1)

Labor Assigned to Project

Eric Kiefer

December 13, 2017

Pay Period	Employee Name	Hours	Cost
11/10/2017 to 11/24/2017	Eric Kiefer	42.00	1571.46
11/10/2017 to 11/24/2017	Mark Peters	9.50	310.99
11/24/2017 to 12/08/2017	Eric Kiefer	46.00	1682.88
11/24/2017 to 12/08/2017	Mark Peters	16.00	478.77
TOTAL			\$4,044.10

North Shore Water Commission
Payment Request
Filter Improvements (2017-2)

Eric Kiefer
December 13, 2017

Expenses pertaining to the filter improvements project were reviewed and approved by the Commission.

The Commission is requesting payment of \$17,068.68 for expenses assigned to this capital improvement project. The proportionate costs for the respective municipalities are as follows:

<i>Member</i>	<i>Capital Rate*</i>	<i>Amount Due</i>
<i>Fox Point</i>	<i>18.67%</i>	<i>\$3,186.73</i>
<i>Glendale</i>	<i>48.17%</i>	<i>\$8,221.98</i>
<i>Whitefish Bay</i>	<i>33.16%</i>	<i>\$5,659.97</i>

Respectfully,

Eric Kiefer

**Rates approved at the January 14, 2015 Commission Meeting.*

North Shore Water Commission

Filter Improvements (2017-2)

Labor Assigned to Project

Eric Kiefer

December 13, 2017

Pay Period	Employee Name	Hours	Cost
10/27/2017 to 11/10/2017	Brooks Angell	37.00	1,138.89
10/27/2017 to 11/10/2017	Duane Ziege	18.00	605.28
11/10/2017 to 11/24/2017	Brooks Angell	14.00	410.91
11/24/2017 to 12/08/2017	Brooks Angell	20.00	612.41
11/24/2017 to 12/08/2017	Duane Ziege	15.00	495.24
TOTAL			\$3,262.73

North Shore Water Commission**Filter Improvements (2017-2)**

Invoices for Meeting

Eric Kiefer

December 13, 2017

Vendor	Invoice Number	Units	Qty	Description	Line Cost
J&W Instruments	3028623	Item	5	Pressure Transducer, Differential, STD720, Honeywell	6630.00
J&W Instruments	3028623	Shipment	1	Shipping and Handling	102.31
McMaster-Carr	51318558	Item	11	PVC, Sch 80, 1/4 in, Valve, Ball, FNPT x FNPT	67.87
McMaster-Carr	51318558	Item	2	Gasket, 10 in x 1/16 in, flat, Buna-N, full face	13.00
McMaster-Carr	51318558	Item	2	Gasket, 10 in x 1/8 in, flat, Buna-N, full face	22.34
McMaster-Carr	51318558	Shipment	1	Shipping and Handling	5.45
Modular Piping Supply	INV000242077	Item	36	PVC, Sch 80, 1/4 in, Nipple - 2 in Long, MPT x MPT	36.07
Modular Piping Supply	INV000242077	Item	24	PVC, Sch 80, 1/4 in, Tee, FNPT x FNPT x FNPT	71.64
Modular Piping Supply	INV000242077	Item	10	PVC, Sch 80, 1/4 in, Plug, MNPT, Hex Head	17.50
Modular Piping Supply	INV000242077	Item	3	PVC, Sch 80, 1/2 in, Nipple - 2 in Long, MPT x MPT	2.36
Modular Piping Supply	INV000242077	Item	3	PVC, Sch 80, 1/2 in, Tee, Threaded	8.96
Modular Piping Supply	INV000242077	Item	3	PVC, Sch 80, 1/2 in, Plug, Hex Head	4.68
Modular Piping Supply	INV000242077	Item	14	PVC, Sch 80, 1/2 in x 1/4 in, Bushing, Threaded x Threaded	46.73
Modular Piping Supply	INV000242077	Item	36	Hose Fitting, 3/8 in x 1/4 in, Male Connector, Compression, JACO, PE	35.28
Modular Piping Supply	INV000242077	Item	36	Hose Fitting, 3/8 in x 1/4 in, Male Elbow, Compression, JACO, PE	50.04
Modular Piping Supply	INV000242077	Pint - One Half	2	PVC, Cement, Gray, Cement, 711	14.35
Modular Piping Supply	INV000242077	Pint - One Half	1	PVC, Primer, Clear, P-68	5.33
Modular Piping Supply	INV000242077	Shipment	1	Shipping and Handling	9.98
Swanson Flo	1206907	Item	1	Valve, Butterfly, 10 in, Pratt with Limitorque QX-3 Actuator	6,502.00
Swanson Flo	1206907	Shipment	1	Shipping and Handling	160.06
TOTAL					\$13,805.95

North Shore Water Commission
Payment Request
Chemical Feed Upgrade Project (2017-4)

Eric Kiefer
December 13, 2017

Expenses pertaining to the Chemical Feed Upgrade Project were reviewed and approved by the Commission.

The Commission is requesting payment of \$2,016.64 for expenses assigned to this capital improvement project. The proportionate costs for the respective municipalities are as follows:

<i>Member</i>	<i>Capital Rate*</i>	<i>Amount Due</i>
<i>Fox Point</i>	<i>18.67%</i>	<i>\$376.51</i>
<i>Glendale</i>	<i>48.17%</i>	<i>\$971.42</i>
<i>Whitefish Bay</i>	<i>33.16%</i>	<i>\$668.71</i>

Respectfully,

Eric Kiefer

**Rates approved at the January 14, 2015 Commission Meeting.*

North Shore Water Commission
Chemical Feed Upgrade Project (2017-4)

Labor Assigned to Project

Eric Kiefer

December 13, 2017

Pay Period	Employee Name	Hours	Cost
10/27/2017 to 11/10/2017	Brooks Angell	3.00	92.34
11/10/2017 to 11/24/2017	Brooks Angell	11.00	322.86
11/10/2017 to 11/24/2017	Duane Ziege	7.00	243.51
11/24/2017 to 12/08/2017	Brooks Angell	12.00	367.45
11/24/2017 to 12/08/2017	Duane Ziege	30.00	990.48
TOTAL			\$2,016.64

**North Shore Water Commission
Manager's Report of Operations**

Period: November 8 - December 12

1. The plant dehumidification system stopped working in early November. Plant staff determined that a compressor heater failed along with several control components. Repairs were made, and the system was put back into service by the end of November.
2. A.C. Engineering performed routine maintenance on the high voltage transformers, switchgear, and other electrical cabinets throughout the plant.
3. Plant staff replaced the the lamps in UV reactor #2 along with other seals and components.
4. Plant staff is continuing to wax floors throughout the plant.
5. Plant staff replaced all of the mercury vapor lamps in the old chemical feed room with LED lamps.
6. One of the Spectrum internet connections was replaced with an AT&T internet connection.
7. The Commission participated in a long-term Water Research Foundation (WRF) project from 2014 to 2016. That project concluded and the report is available to download from the WRF website. The project is entitled "Optimization of Phosphorus-Based Corrosion Control Chemicals Using a Comprehensive Perspective of Water Quality" and has a project number of 4586.

NORTH SHORE WATER COMMISSION
 WHOLESALE WATER SALES
 FOR YEAR: 2017

WHOLESALE INCOME BY COMPONENT
 (Top: JAN-MAR, Bottom: APR-DEC)

FACILITIES CHARGE

FOR 2016 FACILITIES UPKEEP

MONTH	CUSTOMER	KCAL PURCHASED	WHOLESALE RATE (\$/KCAL)	TOTAL VOLUME CHARGE	CAPITAL \$/Kgal OPERATING \$ CONVEYANCE			DISTRIBUTION OF CONVEYANCE CHARGE			\$500 / yr	NSWC REVENUE	AMOUNT BILLED
					\$0.820 / Kgal \$0.832 / Kgal	\$0.910 / Kgal \$0.921 / Kgal	\$0.390 / Kgal \$0.390 / Kgal	FOX PT: 0.60	GLEN: 0.20	WFB: 0.20			
JANUARY	Mequon Water	7,169	\$2.120	\$15,198.28	\$5,878.58	\$6,523.79	\$2,795.91	\$1,677.55	\$559.18	\$559.18	\$0.00	\$12,402.37	\$15,198.28
FEBRUARY	Mequon Water	6,118	\$2.120	\$12,970.16	\$5,016.76	\$5,567.38	\$2,386.01	\$1,431.61	\$477.20	\$477.20	\$0.00	\$10,584.15	\$12,970.16
MARCH	Mequon Water	6,885	\$2.120	\$14,596.20	\$5,645.70	\$6,265.35	\$2,685.15	\$1,611.09	\$537.03	\$537.03	\$500.00	\$12,411.05	\$15,096.20
APRIL	Mequon Water	6,127	\$2.143	\$13,130.16	\$5,097.66	\$5,642.97	\$2,389.54	\$1,433.72	\$477.91	\$477.91	\$0.00	\$10,740.62	\$13,130.16
MAY	Mequon Water	6,799	\$2.143	\$14,570.26	\$5,656.77	\$6,261.88	\$2,651.61	\$1,590.97	\$530.32	\$530.32	\$0.00	\$11,918.65	\$14,570.26
JUNE	Mequon Water	8,068	\$2.143	\$17,289.72	\$6,712.58	\$7,430.63	\$3,146.51	\$1,887.91	\$629.30	\$629.30	\$0.00	\$14,143.21	\$17,289.72
JULY	Mequon Water	7,473	\$2.143	\$16,014.64	\$6,217.54	\$6,882.63	\$2,914.46	\$1,748.68	\$582.89	\$582.89	\$0.00	\$13,100.18	\$16,014.64
AUGUST	Mequon Water	8,084	\$2.143	\$17,324.01	\$6,725.89	\$7,445.36	\$3,152.76	\$1,891.66	\$630.55	\$630.55	\$0.00	\$14,171.25	\$17,324.01
SEPTEMBER	Mequon Water	7,633	\$2.143	\$16,357.52	\$6,350.66	\$7,029.99	\$2,976.86	\$1,786.12	\$595.37	\$595.37	\$0.00	\$13,380.66	\$16,357.52
OCTOBER	Mequon Water	6,542	\$2.143	\$14,019.51	\$5,442.94	\$6,025.18	\$2,551.39	\$1,530.83	\$510.28	\$510.28	\$0.00	\$11,468.12	\$14,019.51
NOVEMBER	Mequon Water	6,372	\$2.143	\$13,655.20	\$5,301.50	\$5,868.61	\$2,485.09	\$1,491.05	\$497.02	\$497.02	\$0.00	\$11,170.11	\$13,655.20
DECEMBER	Mequon Water		\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS		77,270		\$165,125.65	\$64,046.58	\$70,943.77	\$30,135.29	\$18,081.19	\$6,027.05	\$6,027.05	\$500.00	\$135,490.37	\$165,625.66