

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF WEDNESDAY, JULY 11, 2018**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, July 11, 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; Miles Jensen, SEH Inc. (from 8:00 A.M. to 8:40 A.M.)

PRESENTATION BY SEH ABOUT UPCOMING RESERVOIR PROJECT

Mr. Miles Jensen from SEH was invited by Mr. Kiefer to give a presentation regarding the upcoming reservoir upgrade project which is scheduled to be completed in 2020.

Mr. Jensen gave a presentation using Microsoft Powerpoint. Mr. Kiefer put his report on file.

During the presentation, the Commission discussed various topics. One topic was Mr. Jensen's experience with repairing reservoirs that have a failed expansion joint. Mr. Jensen said he had the relevant experience and gave a summary of the projects he worked on.

Another topic was the proposed schedule. It was the consensus of the Commission that general contractors in Southeast Wisconsin are exceptionally busy because of development driven by Foxconn. They are so busy that the Commission believes this might interfere with the bidding process. Consequently, the Commission thinks design should start at the start of January 2019. Furthermore, the construction contract should be awarded at the very beginning of January 2020 or sooner.

The Commission asked about some of the technical aspects of the project to which Mr. Jensen addressed.

No action was taken at this time.

MINUTES

It was moved by Mr. Botcher, seconded by Mr. Edlebeck, and unanimously carried to approve the minutes for the meeting held June 13, 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 June than last year June. He also noted that several filter flow meters have been fixed. 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. Botcher, 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>
Badger Instrument Service (calibration of lab instruments)	\$256.80
Baker Tilly (final payment for 2017 financial audit)	\$700.00
Batteries Plus (batteries and halogen lamps)	\$93.95
BMO Harris Bank (credit card - General Fund)	\$136.28
-- USPS (postage): \$9.04	
-- Previously unrecorded transactions including Google and StraightTalk: \$127.24	
City of Milwaukee (standby service)	\$1,350.00
Concentra (pre-employment testing)	\$174.00
Diversified Benefit Services (Section 125 Plan administration)	\$95.00
Eurofins (compliance monitoring)	\$380.00
Glendale Water Utility (environmental and storm water charges)	\$591.60
Grainger (custodial supplies, electric winch, lab supplies, drain valve, first aid supplies, LED lamps, and v-belts)	\$923.05
Great America (lease payment for copier/printer)	\$100.00
Hawkins (treatment chemicals: aqueous ammonia)	\$818.14
Home Depot (drill bits, drill bit extension, torch head, and strut channel)	\$292.43
MMSD (2nd quarter sludge disposal)	\$3,208.54
Modular Piping Supply (PVC pipe fittings)	\$260.58
Northern Lake Services (compliance monitoring)	\$1,028.00
Office Copying Equipment (maintenance payment for copier/printer and toner)	\$47.80
Olin (treatment chemical: sodium hypochlorite)	\$2,772.29
Pace Analytical (UCMR4 compliance monitoring)	\$825.00
Rotroff Jeanson (accounting services including transition to WaterStone Bank ACH)	\$1,459.00
Securian / Minnesota Life (employee life insurance)	\$142.89
Spectrum Business (internet services, Bender phone, and Klode phone)	\$525.95
Superior Chemical (janitorial supplies)	\$98.29
T-Mobile (mobile internet)	\$31.05
US Cellular (cell phone)	\$4.25
USABluebook (chlorine test reagents)	\$556.61
Village Ace Hardware (photocontrol, voltage detector, tire sealant, and valve caps)	\$41.66
Village of Whitefish Bay Water Utility (Klode water bill)	\$302.84
WaterStone Bank (credit card - General Fund)	\$794.76
-- Amazon (\$10 gift cards): \$200.00	

-- AT&T (monthly internet charge): \$59.19	
-- Google (google apps for work): \$54.16	
-- Starbucks (eGift cards): \$355.00	
-- Straight Talk (cell phone): \$45.90	
We Energies (Bender Electric)	\$15,183.84
We Energies (Bender Gas)	\$211.81
We Energies (Green Tree Electric)	\$7.19
We Energies (Henry Clay Electric)	\$7.05
We Energies (Klode Electric)	\$3,950.77
We Energies (Klode Gas)	\$40.37
Wisconsin Section AWWA (conference registration)	\$99.00
Wisconsin State Lab of Hygiene (fluoride analysis)	\$25.00
	SUB-TOTAL \$37,535.79
<u>Capital Fund</u>	
	SUB-TOTAL \$0.00
	TOTAL \$37,535.79

CAPITAL PROJECTS

Mr. Kiefer explained that J. Miller Electric installed electrical panels in the basement near the filter valves. When the new filter valve actuators arrive, they can be installed and energized from the new electrical panels.

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 \$9,613.89 as per Mr. Kiefer's memo dated July 11, 2018.

LEAD AND COPPER UPDATE

Mr. Kiefer explained that most of the required 80 samples have been collected and shipped to the lab for analysis. At the time of the meeting, Mr. Kiefer only had 40 results back from the lab but was optimistic. He explained that 1 out of the 40 samples came back with a lead level higher than the action level. Mr. Kiefer called, emailed, and mailed results to that residence the same day he found out about the high level.

Mr. Kiefer gave the Commission a brief statistical analysis of the 2018 and 2015 results. In short, the 90th percentile value and average from this summer are approximately equivalent to the 2015 results. He also explained that the sample with the highest lead level appears to be an outlier. Although he could ask the resident to sample again, the WDNR would use the highest level when determining compliance.

Mr. Kiefer stated that all of the required 60 samples have been collected from Whitefish Bay; he believes 3 more samples need to be collected in Glendale and 4 in Fox Point.

Mr. Edlebeck asked if Mr. Kiefer could forward lab results between now and the next Commission

Meeting. Mr. Kiefer said he would email him updates and would share the Google Sheet that contains all of the results.

DISCUSSION OF DRAFT PROPOSAL REGARDING CORROSION CONTROL TREATMENT CHANGE

Mr. Kiefer discussed the revised proposal submitted by Clark Dietz which incorporates changes requested by the Commission at the June meeting.

Mr. Kiefer reviewed the benefits of switching from blended phosphates to 100% orthophosphate and recommended that the Commission go forward with the project. With that said, he expressed concern with the cost. Mr. Kiefer mentioned that the proposed fee is based on time and materials with a not-to-exceed limit of \$10,000. The engineering fee for the chemical feed upgrade in 2016 was under \$8,000. The Commission discussed this issue and came to the consensus that the \$10,000 limit was too high. Mr. Edlebeck suggested that Mr. Kiefer ask Clark Dietz to give justification for the \$10,000 and to provide a table in the proposal with a level of effort projected for Mr. Emir and Mr. Foley.

The Commission also discussed issues such as the date being incorrect (July 19, 2018) and other typos. During said discussion, Mr. Kiefer expressed his concern that the proposal wasn't proofread because his name was spelled incorrectly in several locations. He also mentioned that he didn't receive the revised proposal until Tuesday, July 10, so he was unable to include it in the packet which was sent out on Friday, July 6.

Mr. Kiefer suggested that the Commission solicit more proposals so that the Commission would have the opportunity to review and select a proposal.

It was moved by Mr. Botcher, seconded by Mr. Edlebeck to direct Mr. Kiefer to work with Clark Dietz to revise the proposal, namely to correct typographical errors and clarify anticipated level of effort. Furthermore, Mr. Kiefer has been authorized to solicit alternative proposals.

MANAGER'S REPORT

1. During the week of June 18, the south air compressor developed an oil leak. Plant staff removed the radiator and found a shop that could make all necessary repairs. Plant staff re-installed the radiator and the compressor is now back in service.
2. Technitrol, located in Germantown, investigated the damaged circuit breaker associated with the Bender generator. It appears that one or more of the current sensors have failed. Technitrol is now in the process of making repairs.
3. Plant staff noticed that the motors on high service pumps #1 and #4 have been running hotter than normal. In June, high service pump #4 faulted due to an over-temperature condition. Since then, CTW Corporation have been retained to remove and perform maintenance on these motors (one at a time).
4. A fitting on the bottom of the northeast bulk sodium hypochlorite tank started leaking around June 15. Plant staff drained the tank, replaced the fitting, and put the tank back in service.

5. The cable modem at the Glendale standpipe stopped working reliably. Spectrum replaced the modem, and internet connectivity at the standpipe is now back to normal.
6. Basin #4 has been drained, cleaned, inspected and put back into service.
7. Basin #3 has been drained and cleaned.
8. Amber Gerdman ended her internship on May 25 and Kendra Carey started as Intern on May 30.

Mr. Edlebeck reminded the Commission that the Village of Whitefish Bay is pursuing a grant from the Public Service Commission for an energy audit. He announced that the North Shore Water Commission was not eligible to receive the grant, so he did not submit an application on behalf of the Commission. He encouraged the Commission to pursue grant in the future if the grant requirements change and the Commission becomes eligible.

NEXT MEETING

The next regular meeting was scheduled for Wednesday, August 15, 2018 at 8:00 AM.

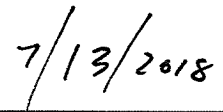
ADJOURNMENT

It was moved by Mr. Botcher, seconded by Mr. Edlebeck, and unanimously carried to adjourn at 9:15 A.M.

Submitted by:



Eric Kiefer, Plant Manager and Recording Secretary



Date