

**MINUTES OF THE  
NORTH SHORE WATER COMMISSION  
MEETING OF WEDNESDAY, JULY 10, 2019**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, July 10, 2019.

Meeting was called to order at 8:01 A.M. by Mr. Edlebeck.

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

Also present: Eric Kiefer, Plant Manager & Recording Secretary, Mitch Colton, and Gavin Coleman

**MINUTES**

It was moved by Mr. Botcher, seconded by Mr. Imig, and unanimously carried to approve the minutes for the meeting held June 12, 2019 and the revised minutes for the meeting held May 8, 2019.

**MONTHLY REPORT OF PLANT OPERATIONS**

Mr. Kiefer provided the Commission with a report regarding plant operations. Overall, pumpage in June 2019 was very similar to June 2018. Mr. Kiefer acknowledged there were several main breaks in Glendale and Whitefish Bay that were likely caused by an operator error in early June. The report was placed on file without any motion.

**ANNUAL OPERATING BUDGET**

Mr. Kiefer presented the monthly financial reports. He noted that account 616 had a budget of \$0. When the budget was approved, the Commission did not have any plans for locating the raw water main. As of May 31, \$11,900 has been charged to this account. Mr. Kiefer reported that the Commission should not have any problems staying under the total operating budget throughout the rest of the year. The monthly reports were put on file without motion.

**MONTHLY BILLS**

Mr. Kiefer noted that the contracted accountant is in France; all of the items marked as "estimate" have not been reviewed by the accountant. Upon his return, those invoices will be reviewed and checks will be produced accordingly. It was moved by Mr. Botcher, seconded by Mr. Imig, 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>
Amazon (center pull towel and floor cleaner)	\$81.65
ChemTrade (treatment chemical: aluminum sulfate - ESTIMATE)	\$3,276.60
City of Milwaukee (semi-annual charge for standby water service)	\$1,350.00



SUB-TOTAL \$0.00

TOTAL \$53,221.43

### REVIEW AND AUTHORIZE CAPITAL EXPENDITURES

Mr. Kiefer provided the Commission with a payment request for the Reservoir Upgrade Project (2019-1) in the amount of \$6,927.14 and a report from SEH explaining why the Opinion of Probable Cost (OPC) changed over time.

In summary, the OPC changed because of several factors. Additional scope was added to the original 2017 compliance plan. In the initial 30% OPC, SEH changed its estimate for the cost of lightweight concrete based on current market conditions. Upon further review of pricing in the Milwaukee area, SEH significantly lowered their cost of lightweight concrete. As it stands right now, the latest 30% OPC is roughly the same as the compliance plan OPC despite increase of scope.

Mr. Kiefer and Mr. Edlebeck commented that it was possible that the initial 30% OPC didn't get fully reviewed before being released.

Mr. Edlebeck reviewed the memo from SEH and the 30% plan set that was provided at the last meeting. He believes the Commission should use bid alternatives whenever possible to help control cost. Items such as abandonment of sludge lagoon, removal of high service pump 5, and master meter pit improvements should be bid alternatives.

Mr. Kiefer mentioned that it may be possible to reduce the cost of this project even further; reservoirs 1 and 2 do not need to be covered with membrane and soil. The Commission is seriously considering the installation of solar panels on top of the reservoirs in 2021, therefore, it may not be necessary to cover them for aesthetic reasons. Mr. Kiefer believes that a greater density of solar panels can be placed on the reservoirs, using a cheaper mounting system, if they can be mounted directly onto the concrete. By eliminating the membrane and soil, the Commission could save up to \$250,000. He also assured the Commission that WDNR is okay with exposed concrete and is okay with the installation of solar panels on top of the reservoirs.

Commissioners discussed this concept and reminded Mr. Kiefer that impervious surface would be created and that it would be necessary to meet additional requirements for stormwater management.

Mr. Edlebeck and Mr. Botcher also inquired if the City of Glendale would allow exposed concrete. Mr. Kiefer explained that he would contact Mayor Kennedy and get some preliminary information. He also mentioned that this topic will be discussed with the consulting engineers at a meeting scheduled for Thursday, July 11.

Mr. Edlebeck mentioned that it might be necessary to treat the surface with a sealant to prevent cracking of the lightweight concrete. Mr. Kiefer asked consulting engineer Miles Jensen that very question, and Mr. Jensen did not believe it would be necessary to coat the lightweight concrete with a sealant. Cracks can be repaired as they occur. Since the lightweight concrete is for creating a pitch, a crack in this material would not result in a major problem with the concrete structure below.

Mr. Kiefer and Mr. Edlebeck explained that it would be necessary for the Commission to make a decision soon—preferably at the August meeting. Plans need to be finalized so the Commission can get regulatory approvals and can start bidding at the end of the year. Mr. Kiefer also needs to present a preliminary budget at the August meeting.

It was moved by Mr. Botcher, seconded by Mr. Imig, and unanimously carried to approve the payment request for project 2019-1 as described in Mr. Kiefer's memos dated 7/10/2019.

#### LOCATION OF RAW WATER MAIN AND DIGGERS HOTLINE

Mr. Kiefer explained that Wisconsin Utility Exposure (WUE) located the raw water main at the following intersections: Lake Drive and Belle Ave, Lydell Ave and Belle Ave, and Bender Road and Jean Nicolet Road.

Mr. Kiefer explained that there is a WisDOT project on Lake Drive and Belle Ave in the near future. It was necessary to get this additional work done as soon as possible. He further explained that Clark Dietz was asked to get the GPS coordinates of the raw water main locations as verified by hydro-excavation. That information is being used to update Glendale's and Whitefish Bay's GIS. Clark Dietz will also provide the Commission with additional drawings and tables to help the Commission locate the raw water main in the field.

Mr. Edlebeck asked Mr. Kiefer to budget for diggers hotline and locating the raw water transmission main as well as 3 other identified mains that were previously discussed in 2020.

No action was taken by the Commission regarding this item.

#### AMERICA'S WATER INFRASTRUCTURE ACT OF 2018

Mr. Kiefer provided the Commission with an email from WDNR explaining the Commission and its member utilities must comply with the regulations included in America's Water Infrastructure Act (AWIA) of 2018. Risk and resilience (R&R) assessments need to be performed on a quinquennial basis. Six (6) months following the R&R assessments, emergency response plans need to be created or updated.

Mr. Kiefer said he contacted the WDNR and EPA to ask if the Commission would be required to comply with AWIA since it did not have any direct customers. The answer from WDNR was yes. Mr. Kiefer also asked WDNR and EPA if the Commission and its member utilities could be regulated as one entity. The answer from WDNR was no; each PWS will have to comply with the regulations as separate entities.

Mr. Botcher asked if it would be necessary to retain a consultant to assist. Mr. Kiefer believes it will be necessary since multiple entities will be involved in the process—a consultant will help us determine how best to handle situations that simultaneously affect multiple agencies. Furthermore, it will be necessary for the member utilities to consider an extensive list of risks including cybersecurity—the Commission probably doesn't have enough expertise to do the R&R on its own.

Mr. Botcher asked if there is any regulatory guidance for AWIA. Mr. Kiefer referred to WDNR's email;

he believes guidance materials are not yet available.

Mr. Edlebeck suggested that the Commission and its member utilities work closely together on compliance with AWIA. Mr. Kiefer noted that he will budget for a consultant in 2020 even though the deadline for completion is 2021.

Mr. Kiefer noted that AWIA affects the Commission and its member utilities in other ways. For instance, consumer confidence reports will be required semi-annually instead of annually. The full impact of this AWIA will have to be considered before setting a budget.

No action was taken by the Commission regarding this item.

#### MAJOR ELECTRICAL ISSUES JULY 2 AND JULY 4

Mr. Kiefer provided the Commission with a memo describing the electrical events that occurred on July 2 and July 4. He went through the memo to describe what happened and plans for moving forward.

Mr. Kiefer explained that A.C. Engineering will pay to replace or repair damaged motors and will honor its warranty on the breaker. In addition, A.C. Engineering is also helping the Commission to design and install additional measures to trip the main utility breaker if phase loss is detected. Mr. Edlebeck suggested that Mr. Kiefer ask A.C. Engineering about surge protection as well.

Commissioners asked why the breakers are failing and what should be done to remedy the situation. Mr. Kiefer believes the breakers should be replaced with new breakers made by Square D even though they are expensive; they have been re-designed to be more reliable and to prevent the finger clusters from falling off during racking. He plans on purchasing a new breaker in 2021 or sooner if necessary. In a subsequent year, the other breaker would be replaced.

No action was taken by the Commission regarding this item.

#### MANAGER'S REPORT

1. Cummins performed annual maintenance on the Bender and Klode generators.
2. Basin 3 was drained and cleaned. This basin will remain out of service while extensive maintenance is performed on its flocculation equipment.
3. A.C. Engineering operated the main bus tie and one of the substation switches as part of scheduled semi-annual maintenance.
4. During the replacement of the main utility breaker, there was a problem that caused one phase to drop out. Several small 480V motors were damaged. Plant staff is working with A.C. Engineering to replace those motors.
5. A.C. Engineering reviewed the Bender electrical system and is making recommendations for improvements to prevent equipment damage if a phase drops out.
6. Plant staff developed a new summer pumping schedule that eliminates the need to operate a

second high service pump under normal operating conditions.

7. The firewall appliances have been reconfigured to provide for a local area network (LAN) connection with internet access separate from the secure SCADA Ethernet network.
8. Plant staff cleaned UV reactor 1 and replaced its wiper seals.
9. Plant staff is experimenting with a new VoIP telephone system for Klode Park that uses Polycom equipment and Google Voice services.
10. Plant staff is operating the old HMI software alongside the new software. Plant staff is in the process of incrementally phasing out the old software.

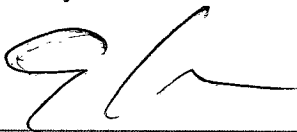
#### NEXT MEETING

The next regular meeting was scheduled for Wednesday, August 14, 2019 at 8:00 AM.

#### ADJOURNMENT

It was moved by Mr. Botcher, seconded by Mr. Imig, and unanimously carried to adjourn at 8:50 A.M.

Submitted by:



8/8/2019

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Eric Kiefer, Plant Manager and Recording Secretary

Date