

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF WEDNESDAY, NOVEMBER 11, 2020**

The North Shore Water Commission held a meeting on Wednesday, November 11, 2020 using an internet-based conferencing platform called Zoom.

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

Present:

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

Also Present:

Eric Kiefer, Plant Manager & Recording Secretary
Duane Ziege, Maintenance Supervisor

MINUTES

It was moved by Mr. Imig, seconded by Mr. Edlebeck, and unanimously carried to approve the minutes for the meeting held October 14, 2020.

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer provided the Commission with a report regarding plant operations. He commented that pumpage was similar to last year October except that Glendale's monthly delivery volume was higher than normal. Mr. Imig mentioned that Glendale had a few main breaks. Mr. Kiefer also noted that staff was able to get some chemical through the mussel control system and started up that chemical feed system. His plan is to feed NSF-approved muriatic acid through the line to chemically clean the pipe throughout the winter months. Mr. Botcher asked about the acid and what happens to it after it goes through the line. Mr. Kiefer explained that the muriatic acid and any sediment in the pipe would ultimately end up being treated at the water filtration plant; plant staff would be monitoring pH throughout the process and would adjust or stop using the chemical if necessary.

The report was placed on file without any motion.

ANNUAL OPERATING BUDGET

Mr. Botcher asked Mr. Kiefer if he could better predict operating expenses for 2021. Mr. Kiefer noted that he has a virtual meeting with WDNR on Thursday, November 12 regarding lead and copper. He anticipates receiving direction from WDNR during the month of November and that would help him prepare for expected 2021 operating expenses--at this time he does not know if the phosphate feed rate will increase and how much testing will be required.

The monthly reports were put on file without motion.

MONTHLY BILLS

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

<u>Vendor</u>	<u>Amount</u>
Amazon (reagent water, paint, office supplies, gloves, first aid supplies and credits for returned pump)	\$372.53
Batteries Plus (AA batteries)	\$17.95
Diversified Benefit Services (section 125 plan administration)	\$95.00
Duane Ziege (reimbursement of training and certification costs)	\$70.00
Grainger (bolts, nuts, washers, grinder, casters, envelopes, motor, painting supplies, and petri dishes)	\$474.84
Great America (lease payment for copier)	\$100.00
Hawkins (treatment chemicals: ammonia, phosphate, and phosphoric acid)	\$2,263.72
Idexx (Colilert growth media and collection vessels)	\$3,074.94
MMSD (3rd quarter sludge disposal)	\$1,742.70
Northern Lake Service (compliance and corrosion monitoring)	\$635.30
R&R Insurance (crime policy - corrected invoice)	\$254.00
Rotroff Jeanson (monthly accounting services)	\$1,125.00
Securian (life insurance)	\$149.04
Spectrum (internet and phone)	\$594.79
Starnet Technologies (annual NCC data charges)	\$1,200.00
USABluebook (turbidity standard and hoses for chemical feed pump)	\$296.55
Village Ace Hardware (grass seed and paint)	\$87.07
Village of Fox Point (gasoline and diesel)	\$85.20
WaterStone Bank (credit card - General Fund)	\$1,114.11
-- AT&T (monthly internet charge): \$69.55	
-- Best Buy (Chromebook): \$526.45	
-- Google (google apps for work and extra storage): \$84.00	
-- Mail N More (shipping): \$36.07	
-- Siteground (website hosting renewal): \$281.58	
-- StraightTalk (cell phone charges): \$45.65	
-- USPS (forever stamps): \$55.00	
-- Zoom (monthly fee): \$15.81	
We Energies (Bender Electric)	\$13,793.74
We Energies (Bender Gas)	\$647.64
We Energies (Green Tree Electric)	\$16.24
We Energies (Henry Clay Electric)	\$16.90
We Energies (Klode Electric)	\$3,861.12
We Energies (Klode Gas)	\$50.46
Wisconsin State Lab of Hygiene (fluoride sample and water microbiology)	\$634.00

proficiency certification)

	SUB-TOTAL	\$32,772.84
<u>Capital Fund</u>		
WaterStone Bank (credit card - Capital Fund)		\$2,532.00
-- eBay atomic_alloys (Hach DR3900 spectrophotometer): \$2532.00		
	SUB-TOTAL	\$2,532.00
	TOTAL	\$35,304.84

RESERVOIR UPGRADE PROJECT UPDATE

Mr. Kiefer provided the Commission with several important updates regarding the reservoir upgrade project. First, Mr. Kiefer explained how a contractor from J.H. Hassinger tested positive for covid. Although plant staff only interacted with this individual outside, plant staff that was in close contact was asked to get tested for covid. No results are available at this time.

Second, the reservoir overflow piping is scheduled for installation on Thursday, November 19. This should be the last major task for J.H. Hassinger.

Third, there was a change to the scope of work pertaining to the abandonment of reservoirs #3 and #4. Hassinger will turn over the materials purchased for that effort to the Commission. Plant staff will cap off the reservoir effluent valves the week of November 30.

Fourth, the other component of reservoir abandonment entails digging up a section of 36" pipe, cutting the pipe that goes to reservoirs #3 and #4, and installing a bulkhead cap on a prestressed cylindrical concrete pipe (PCCP) tee. Since this work requires experience with PCCP, the Commission will retain a contractor to do this work directly. At this time, that work is being scheduled for the week of December 7.

Mr. Botcher asked about how these changes would affect the contract dollar amount. Mr. Kiefer explained that it will cost less money for the Commission to deal with the new contractor directly, and have staff perform some of the work, than for J.H. Hassinger to retain the contractor.

It was moved by Mr. Edlebeck, seconded by Mr. Imig, and unanimously carried to approve the payment request in the amount of \$199,573.80 for expenses pertaining to the Reservoir Upgrade Project with \$32,945.82 as indicated in Mr. Kiefer's memo dated November 11, 2020.

HIGH SERVICE PUMP #5 REMOVAL UPDATE

Mr. Kiefer explained that plant staff has been working on this project slowly over the past several months. The last task is to remove the pump itself from the basement. Some of that work is scheduled for next week. Plant staff is planning on taking apart the pump in the basement and removing parts at a time.

It was moved by Mr. Imig seconded by Mr. Edlebeck, and unanimously carried to approve the payment request and to authorize payment to vendors in the amount of \$164.60 as indicated in Mr. Kiefer's memo dated November 11, 2020.

CHEMICAL QUOTATIONS FOR 2021

Mr. Kiefer provided a tabulation of quotations received for chemicals, his recommendations, and historical quotes for comparison. In general, he mentioned that quotations were okay: some prices went up, and some went down.

Mr. Botcher noted that oil prices may be increasing in the future depending on how the federal government decides to regulate fracking. Consequently, the cost of energy may increase next year which may affect the cost of chemicals, among other things.

It was moved by Mr. Botcher, seconded by Mr. Edlebeck, and unanimously carried to accept the Mr. Kiefer's recommendations as indicated in his memo dated November 11, 2020.

Accepted Quotations:

Hawkins: ammonium hydroxide (19%) - \$0.300/lb
Milport: sodium hypochlorite (12.5%) - \$0.750/gal
Alexander Chemical: hydrofluorosilicic acid (23%) - \$0.1895/lb
Alexander Chemical: liquid Aluminum Sulfate - \$285/dry ton
Viking Chemical: phosphoric acid 28% - \$0.350/lb
Hawkins: polymer (Flocculation Aid AquaHawk 6527) - \$1.11/lb
Nalco: Veligon TL-M (Mussel Control) - \$1.24/lb

DISCUSSION OF LEAD AND COPPER REPORT

Mr. Kiefer provided the Commission with a draft report entitled "2020 Drinking Water Corrosion Control Evaluation" prepared by Abigail Cantor of Process Research Solutions (PRS). The Commission has worked with Ms. Cantor since 2008 when the Commission did its first lead and copper corrosion optimization. Mr. Kiefer offered to go over any part of the report if requested. With no specific requests, he went straight to the recommendations page and explained each line item in detail. Those items are shown on page 51 of the report.

While discussing these items, the following commentary was made.

- Mr. Edlebeck announced that Whitefish Bay will be undergoing some change in personnel next year. The person that is responsible for flushing will be retiring. It is a good time for the 3 member municipalities to get together to discuss flushing best practices and develop a protocol for flushing. Mr. Kiefer supports Mr. Edlebeck's idea. Furthermore, he said that next year the Commission will have a new employee after the new Mechanical Technician position gets filled. There may be an opportunity for this new employee to assist with flushing. Furthermore, Mr. Kiefer will also work with PRS to help develop this protocol. Mr. Imig confirmed that the City of Glendale will be doing a uni-directional flush early next year.
- Mr. Kiefer explained that the Commission does the Total Coliform Rule (TCR) monitoring for the member communities. In doing this testing, Mr. Kiefer noted that certain locations often drop in chlorine level during certain times of the year. It would be helpful to respond to trends

in the data, throughout the year, to improve water quality in targeted areas where chlorine residual drops.

Mr. Kiefer noted that he has a meeting scheduled with WDNR for Thursday, November 12. After that meeting, WDNR will provide the Commission with direction on how to proceed with its lead and copper corrosion program.

No action was taken regarding this matter.

OPERATIONS AND MAINTENANCE REPORT

1. Plant staff drained, cleaned and inspected basin #2. Staff found several broken flocculation paddles and support bolts. The necessary repairs were made, and the basin was placed back into service.
2. Plant staff drained, cleaned and inspected basin #4. No mechanical problems were found during the inspection, and the basin was placed back into service.
3. Plant staff installed new SCADA hardware at Whitefish Bay's pump station during the tower inspection.
4. Reservoir #3 was drained down and isolated by plant staff in preparation for abandonment. Reservoir #4 is currently being pumped down for the same reason. Plant staff scheduled permanent abandonment of these reservoirs the week of November 30.
5. A surge relief valve at the raw water pumping station opened unexpectedly 3 days in a row. The valve was isolated to prevent this from occurring in the future. In 2021, the surge relief valve will be removed and repaired. There is a backup surge relief valve installed on this line to protect the raw water transmission main.
6. North Shore Water Commission is now an active member of Diggers Hotline. Plant staff received 3 tickets since becoming an active member.
7. The Plant Manager, Operation Supervisor, and Maintenance Supervisor have been interviewing potential candidates for the new Maintenance Technician position.
8. The lab benchtop Hach DR5000 has been failing periodically. A new unit was purchased to replace this instrument.
9. Plant staff prepped and painted the piping associated with the backwash pumps.

NEXT MEETING

The next regular meeting was scheduled for Wednesday, December 9, 2020 at 8:00 A.M.; the meeting will be online via Zoom.

ADJOURNMENT

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

Submitted by:



11/13/2020

Eric Kiefer, Plant Manager and Recording Secretary

Date