

**MINUTES OF THE  
NORTH SHORE WATER COMMISSION  
MEETING OF WEDNESDAY, JUNE 12, 2019**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, June 12, 2019.

Meeting was called to order at 8:00 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

MINUTES

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

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer provided the Commission with a report regarding plant operations. Mr. Kiefer was concerned by the change in the delivery volumes for Glendale and Whitefish Bay--comparing last year May to this May. Glendale went down and Whitefish Bay went up. Mr. Kiefer explained all of the water meters have recently been tested and found to be accurate. He believes there may be leaks in the Whitefish Bay system causing an increase, but doesn't have an explanation for the drop in Glendale's pumpage. 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. Imig, 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>
Amazon (soap, socket, custodial supplies, valves, worklight, tape, brushes, and fire hose)	\$712.03
Atsou-Tse Koffi-Kutodzo (reimb for training and seminar)	\$278.32
Brooks Angell (reimb for training)	\$194.76
Cintas (uniforms)	\$375.89
Core & Main (tapping sleeve, gaskets, and spacer)	\$1,067.83
Department of Natural Resources (water use fee--Great Lakes withdrawal)	\$6,014.00
Diversified Benefit Services (section 125 plan admin)	\$95.00
Duane Ziege (reimb for training)	\$95.00



SUB-TOTAL \$4,040.15

TOTAL \$59,420.72

### REVIEW AND AUTHORIZE CAPITAL EXPENDITURES

Mr. Kiefer provided the Commission with payment requests for the Reservoir Upgrade Project (2019-1) in the amount of \$7,345.68 and for the Tractor Replacement Project (2019-2) in the amount of \$33,422.00. He recommends that the Commission approve both of them.

Mr. Kiefer updated the Commission regarding the progress of the Reservoir Upgrade Project. He explained that he just received the Opinion of Probable Cost (OPC) and a draft Preliminary Engineering Report (PER) from SEH yesterday. He provided the Commission with those documents along with the 30% plan set that was distributed last week Friday.

Mr. Kiefer explained that everything appears to be on course with the project and that the drawings appear to be appropriate for 30% completion.

He pointed out that OPC indicates the project will likely cost more than originally anticipated. At \$1.7M, the project is about \$0.5M more than expected--based on the 2017 Underground Storage Reservoir Rehabilitation Study. Considering the Commission was anticipating using Capital Fund balance to pay for the project, Mr. Kiefer asked the Commission how it would like to proceed. The Commission will not have enough fund balance to proceed with that plan.

Mr. Botcher asked if the scope of the project could be reduced. Mr. Kiefer said that several items can be removed such as new hatch covers for the meter pits and the removal of high service pump #5. However, those costs were projected to be relatively small. In all, those items are projected to cost about \$100,000.

Mr. Edlebeck asked if SEH provided the Commission with a report detailing why the cost estimate is significantly more now than it was 2017. Mr. Kiefer explained that he just received the OPC yesterday and was only able to talk over the phone. He explained that the cost of lightweight concrete has significantly increased.

Furthermore, he indicated that did a quick comparison of the 2 estimates and found that the cost of lightweight concrete and the membrane--have increased by \$400,000.

Mr. Edlebeck asked Mr. Kiefer to get an official response from SEH regarding the change in the cost estimate.

Mr. Kiefer indicated that he will be meeting with WDNR and SEH in Madison to discuss this project. At this meeting, they will discuss alternatives that could reduce the cost of the project.

It was moved by Mr. Botcher, seconded by Mr. Imig, and unanimously carried to approve the payment requests for projects 2019-1 and 2019-2 as described in Mr. Kiefer's memos dated 6/12/2019.

### LOCATION OF RAW WATER MAIN

Mr. Kiefer reported that Wisconsin Utility Exposure (WUE) did a fabulous job with the hydro-excavation. Overall, it appears that the original drawings are relatively accurate. There was a surprise at Lydell and Belle--the raw water transmission main is not where the drawings indicate. The main is directly above a sewer, which is important for Whitefish Bay to know.

The crossing at Bender Road was also tricky. Lumber used during construction--probably for shoring--was found during potholing. This prevented WUE from getting visual identification at the original locations marked on the pavement. Additional potholes were made, at no additional charge, in an attempt to find the main. It was eventually found on the south side of Bender; however, not on the north side.

Considering there is a WisDOT project happening on Lake and Belle, Mr. Kiefer has retained WUE to come back to locate the main in this area. While they are here, they are going to revisit the other areas to give us more information.

Mr. Kiefer indicated that plant staff will be placing monuments wherever possible.

No action was taken by the Commission regarding this item.

### LEAD AND COPPER UPDATE

Mr. Kiefer explained that everything is on track with the upcoming change in corrosion chemical for lead and copper corrosion. The change will take place on July 15. Water quality monitoring required by WDNR will take place after the change during 3 separate monitoring events. Mr. Kiefer reminded the Commission that routine monitoring at WFB DPW will supplement the other required data.

No action was taken by the Commission regarding this item.

### RESOLUTION TO CHANGE FISCAL AGENT

Mr. Kiefer explained that Linda DiFrances is retiring and needs to be removed as a signatory on the Commission's bank account at WaterStone Bank. Shawn Lanser will be the next Treasurer of Glendale and should be added as a signatory.

It was moved by Mr. Botcher, seconded by Mr. Imig, and unanimously carried to adopt the completed resolution prepared by WaterStone Bank and signed by the Fiscal Agents and Mr. Kiefer.

### MANAGER'S REPORT

1. Plant staff verified the meter calibrations. The master meters, wholesale meters, and all of the interconnection meters have been tested and are in good working condition.
2. Plant staff completed annual CPR and bloodborne pathogen training.
3. Plant staff made changes to roof and floor drains at Klode Park to address a nonconforming feature identified during the last sanitary survey.

4. Plant staff is continuing to prep and paint high service piping.
5. Plant staff is in the process of upgrading control logic at the member pumping stations to allow for more control over filling and draining. Additional logic will be added to improve detection of main breaks.
6. We Energies is making changes to its curtailment notification system. A series of tests were successfully conducted on May 27.
7. Plant staff resumed mussel control at raw water intake; treatment is routinely stopped during the winter months.
8. Error made by a staff member caused water pressure to significantly increase during the early morning hours of Tuesday, June 4th.
9. Plant staff is performing filter maintenance.
10. Intern Daniel Lyon started on Tuesday, May 25.
11. Relief Operator Technician Dan Cherny started on Wednesday, May 26.

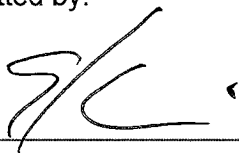
#### NEXT MEETING

The next regular meeting was scheduled for Wednesday, July 10, 2019 at 8:00 AM.

#### ADJOURNMENT

It was moved by Mr. Botcher, seconded by Mr. Imig, and unanimously carried to adjourn at 8:27 A.M.

Submitted by:



6/13/2019

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Eric Kiefer, Plant Manager and Recording Secretary

Date