

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF Wednesday, May 10, 2017**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, May 10, 2017.

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

Rotation of office occurred without motion according to the founding agreement: Fox Point, Chair; Glendale, Secretary; Whitefish Bay, Member & Fiscal Agent. Mr. Botcher chaired the meeting following the rotation of office.

Present: Scott Botcher, Alternate for Fox Point; Dave Eastman, Secretary; John Edlebeck, Member.

Also present: Eric Kiefer, Plant Manager & Recording Secretary, John Fuchs, Legal Counsel; Rachel Reiss, Alternate for Glendale

Absent: Paul Boening, Alternate for Whitefish Bay

No Commissioner has been appointed by the Village of Fox Point to succeed Mr. West at this time.

DISCUSSION OF FOUNDING AGREEMENT AND AMENDMENTS

Mr. Fuchs explained that he reviewed the contemplated amendments to the agreement and made comments only where asked. He reviewed the comments he submitted to Mr. Kiefer via email. In summary, he offered the following comments:

Article 4.01. Remove the word "disability."

Article 4.02. Change the phrase "the remaining available municipal treasurer" to "a remaining available municipal treasurer."

Article 4.03. Change reference to "State of Wisconsin Statutes" to "Federal or State of Wisconsin Laws."

Article 4.03(4) Add language that states the Commission will use discretion in determining the appropriate coverage based cost and risk exposure.

Article 11.03. As in Article 4.03(4), add language that states the Commission will use discretion in determining the appropriate coverage based cost and risk exposure.

Article 12. Replace arbitration language with mediation language.

Article 14.01. Change the phrase "shall amend the agreement" to "may amend the agreement."

Mr. Edlebeck asked if mediation was common in 1957 when the agreement was originally drafted. Mr.

Fuchs explained that it was not, and that it is becoming more popular than arbitration.

Mr. Botcher explained that he was involved in arbitration and mediation; he prefers mediation over arbitration.

Mr. Kiefer asked if Mr. Fuchs could send him language to replace Article 12. He said he would send that over to Mr. Kiefer later.

No action was taken regarding this matter.

MINUTES

Mr. Edlebeck informed the Commission that there was a mistake in the minutes that were submitted by Mr. Kiefer. He explained that he called the meeting to order, not Mr. West. Mr. Kiefer agreed. It was moved by Mr. Botcher, seconded by Mr. Eastman, and unanimously carried to approve the minutes, as amended during discussion, for the meeting held April 12, 2017.

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer provided the Commission with the monthly report of operations. 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. Eastman, seconded by Mr. Edlebeck, 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> |
|--|---------------|
| Alexander Chemical (treatment chemical: sodium hypochlorite) | 2,837.20 |
| Allied Electronics (relays and resistors) | 110.03 |
| BMO Harris Bank (credit card) | 274.72 |
| -- Amazon (phone adapters): \$117.73 | |
| -- Google (monthly charge for Google Suite Basic): \$54.16 | |
| -- Straight Talk (monthly phone plan - Foreman): \$45.99 | |
| -- USPS (stamps/postage): \$56.84 | |
| Clark Dietze (engineering) | 435.00 |
| Cummins NPower (annual generator maintenance) | 2,460.78 |
| Dan Cherny (reimbursement for WDNR certification renewal) | 45.00 |
| Diversified Benefit Services (Section 125 Plan administration) | 95.00 |
| Duane Ziege (reimbursement for treatment ops conference registration) | 95.00 |
| Earthlink (Bender phone) | 163.89 |
| Eric Kiefer (reimbursement for Water Summit registration and WDNR certification renewal) | 375.00 |
| Eurofins (compliance monitoring) | 380.00 |

| | | |
|--|-----------|-------------|
| Fuchs & Boyle (legal service) | 409.50 | |
| Grainger (center pull towels, first aid supplies, recirc pump parts, gaskets, grease, degreaser, and lab supplies) | 723.17 | |
| Great America (lease payment for copier/printer) | 100.00 | |
| Hach (lamps for DR5000) | 459.67 | |
| Hawkins (treatment chemicals: aqueous ammonia and polymer) | 738.90 | |
| HD Supply (blind flange, elbows, expansion joints, spool pieces, tapping sleeve, and valve) | 6,957.61 | |
| Home Depot (galvanized pipe and fittings) | 28.55 | |
| Idexx (collert comparator, growth media, collection vessels, and quantitray) | 3,118.47 | |
| Journal Sentinel (publish annual water quality report) | 701.05 | |
| Mark Peters (reimbursement for AWWA class) | 290.00 | |
| McMaster-Carr (conduit fittings and EPDM sheet) | 191.22 | |
| Minnesota Life / Securian (employee life insurance) | 118.24 | |
| MMSD (1st quarter sludge disposal) | 1,320.01 | |
| Northern Lake Service (compliance monitoring) | 67.00 | |
| Office Copying Equipment (maintenance payment for copier/printer) | 26.88 | |
| Quill (file box, hanging folders, and labels) | 51.37 | |
| Real Refrigeration (repair of ammonia tank chiller) | 226.00 | |
| Rotroff Jeanson (monthly accounting services) | 1,010.00 | |
| SEH (engineering services for overflow pre-design) | 2,475.00 | |
| Spanning Cloud Apps (annual fee for Google backup) | 385.00 | |
| Spectrum Business (internet services and Klode phone) | 391.41 | |
| Starnet Technologies (NCC data charges) | 300.00 | |
| T-Mobile (mobile internet) | 31.05 | |
| US Cellular (cellular phone service) | 0.25 | |
| USA Bluebook (chemical feed pump replacements) | 2,098.65 | |
| Vacuum Pump & Compressor (repair services and mileage reimbursement) | 849.46 | |
| Village Ace Hardware (caulk gun, grass seed, MAP gas cylinders, scrappers, and straps) | 70.45 | |
| We Energies (Bender Electric) | 13,317.50 | |
| We Energies (Bender Gas) | 980.38 | |
| We Energies (Green Tree Electric) | 16.53 | |
| We Energies (Henry Clay Electric) | 17.47 | |
| We Energies (Klode Electric) | 3,730.03 | |
| We Energies (Klode Gas) | 18.80 | |
| Wisconsin State Lab of Hygiene (fluoride analysis) | 25.00 | |
| | SUB-TOTAL | \$48,516.27 |
| Maintenance Reserve | | |
| | SUB-TOTAL | \$0.00 |
| | TOTAL | \$48,516.27 |

CAPITAL PROJECTS

Mr. Kiefer reported that there has been no progress with capital projects since the last meeting. No

action was taken regarding this matter.

INTERNSHIP

Mr. Kiefer provided the Commission with information regarding the summer intern position. He commented that the internship program that started nearly 2 years ago has been very successful. Mr. Kiefer reported that nearly all of the applicants for the last full-time position were former interns.

Mr. Botcher asked if 3 months was a long enough period for an internship. Mr. Kiefer indicated that 3 months was adequate. He also commented that most interns are enrolled in school, so basing the internship around the academic calendar works best for most applicants.

It was moved by Mr. Edlebeck, seconded by Eastman, and unanimously carried to authorize Mr. Kiefer to proceed with posting and filling the intern position as described in his memo dated 5/4/2017.

MANAGER'S REPORT

1. Plant staff worked with Glendale and their contractors to integrate their new control system in the Commission's.
2. Plant staff cleaned and inspected all of the chemical injectors upstream of the basins.
3. Plant staff continued to work on relocating the magmeter testing apparatus and anticipates completion of the project by the beginning of June.
4. The Commission hosted a meeting for participants of Water Research Foundation Project 4586. The Water Research Foundation anticipates that a final report regarding the optimization of phosphorus-based corrosion control chemicals will be published this summer.
5. The Commission is meeting with the WDNR and engineers from SEH on May 18 to discuss proposed reservoir overflow system.
6. Plant staff is continuing to perform annual filter maintenance.
7. Plant staff is investigating switching telephone and internet providers to get better pricing and to improve service reliability.

NEXT MEETING

The next regular meeting was scheduled for Wednesday, June 14, 2017 at 8:00 AM.

ADJOURNMENT

It was moved by Mr. Eastman, seconded by Mr. Edlebeck, and unanimously carried to adjourn at 8:42 A.M.

Submitted by:

9/K

5/11/2017

Eric Kiefer, Plant Manager and Recording Secretary

Date