MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF WEDNESDAY, FEBRUARY 12, 2025

The North Shore Water Commission held a meeting on Wednesday, February 12, 2025, using an internet-based conferencing platform called Zoom.

The meeting was called to order at 8:00 A.M. by Mr. Imig.

Present:

Scott Botcher, Member (Fox Point)
Charlie Imig, Chair (Glendale)
Matthew Collins, Secretary (Whitefish Bay)

Also Present:

Below are other individuals that attended the meeting.

Kevin Ausman, Village of Fox Point
Eric Kiefer, Plant Manager & Recording Secretary
Brooks Angell, Operations Supervisor

MINUTES

It was moved by Mr. Collins, seconded by Mr. Imig, to approve the minutes for the meeting held January 15, 2025. Mr. Collins and Mr. Imig voted in favor and the motion passed. Because of audio issues, Mr. Botcher's vote was not heard.

MONTHLY REPORT OF PLANT OPERATIONS

Mr. Kiefer presented the monthly report of plant operations.

Below are the items that were submitted to the Commission in the operations and maintenance report prior to the meeting.

1. Plant staff completed biannual pump motor maintenance.
2. Plant staff are in the process of performing maintenance on filter console instrumentation.
3. Plant staff continued replacing filter valve actuators.
4. Plant staff prepared lead and copper sample kits. This week, the Commission received a monitoring site plan for Whitefish Bay. Letters to WFB residents will go out this week; kits will be delivered to WFB residents the last week of February.
5. Plant staff replaced a malfunctioning Swan turbidimeter on filter #7.
6. Plant staff is performing maintenance on the Veligon chemical feed system at Klode while it is off for the winter.
7. Both air compressors at the Bender plant failed; however, plant staff were able to get them running again. Because most of the pneumatic valve actuators have been replaced, the demand for compressed air has significantly decreased. A new, smaller air compressor will likely be purchased after all the actuators have been replaced.
8. All work appears to be complete with the Klode Park projects except for a hatch replacement on the roof. This task will likely be finished by the end of next week.

9. The fan belt for the Bender plant dehumidifier broke; plant staff are in the process of resolving the issue.

The report was placed on file without any motion.

ANNUAL OPERATING BUDGET

The budget reports were submitted ahead of the Commission meeting. As of December 31, the Commission remains under budget by approximately $74,700 (pre-audit). Mr. Kiefer noted that the field work for the financial audit happened in January; he anticipates the audit will be presented by Baker Tilly at the next meeting.

The reports were put on file without motion.

REVIEW OF APPROVED PAYMENTS AND APPROVAL OF PAYMENT REQUESTS

Using the resolution approved by the Commission on July 10, 2024, plant staff approved the following payments prior to the Commission meeting.

- $42,578.13 of payments were approved on 1/16/2025
- $5,220.39 of payments were approved on 1/23/2025

The corresponding payment reports were provided ahead of the meeting.

During the presentation, Mr. Kiefer noted that project 2024-4 should have been labelled as 2025-2: the appropriate project number is shown below. It was moved by Mr. Collins, seconded by Mr. Botcher, and unanimously carried to approve the payment requests listed below.

Project 2024-2 (Klode Generator Replacement Project)		
Labor Charged to the Project		
Capital Expenditures		
Reference#: PJ99026363 | Pieper Electric	*$22,264.80*	
Klode Generator Replacement - Payment Application for Completed Work		
Allocation to Members		
Fox Point (18.61%)		*$4,143.33*
Glendale (49.90%)		*$11,109.74*
Whitefish Bay (31.49%)		*$7,010.93*
	SUB-TOTAL	$22,264.00
Project 2024-3 (Klode Roof Replacement Project)		
Labor Charged to the Project		
Capital Expenditures		
Reference#: PJ99026363 | Pieper Electric	*$20,484.00*	
Klode Roof Replacement - Payment Application for		

Completed Work

Allocation to Members		
Fox Point (18.61%)		*$3,812.07*
Glendale (49.90%)		*$10,221.52*
Whitefish Bay (31.49%)		*$6,450.41*
	SUB-TOTAL	$20,484.00

Project 2025-2 (Unattended Operations Project)

Labor Charged to the Project	*$4,880.26*	
Allocation to Members		
Fox Point (18.61%)		*$908.22*
Glendale (49.90%)		*$2,435.25*
Whitefish Bay (31.49%)		*$1,536.79*
	SUB-TOTAL	$4,880.26
	TOTAL	$47,628.26

UPDATE REGARDING CAPITAL PROJECTS

Mr. Kiefer reported the Klode capital projects are complete except for the replacement of a roof hatch and related roof tasks. While that work was scheduled for this week, the snow is likely going to delay completion by about a week. Other than that, all 2024 projects are complete.

The Commission is continuing to work on valve actuator replacements as part of the 2025 Unattended Operations Upgrade project.

Furthermore, staff is anticipating that the bid for the basin project will likely be advertised in March, and the bid will likely be awarded in May. Mr. Kiefer noted that DNR and PSC still need to review the plans. Those plans are likely to be submitted to those agencies this week, if they haven't already been submitted.

Mr. Kiefer explained that changes may be requested by DNR and/or PSC, but it is not anticipated.

Mr. Collins asked if there will be an updated capital improvement plan in the near future. Mr. Kiefer explained that he is waiting to hear back from DNR and PSC on the basin project before updating the capital improvement plan. With that being said, he anticipates all the projects in the plan will remain on the plan.

No action was taken by the Commission regarding this matter.

BASF AND TYCO CLASS ACTION LAWSUITS

Before the meeting, Mr. Kiefer provided Commissioners with a brief memo, an email from legal

counsel, and a document from the firm that is handling the PFAS class action lawsuits. Briefly, Mr. Kiefer went through those documents.

Mr. Kiefer recommends that the Commission files the BASF and Tyco claims on behalf of the Commission and the member communities. If that is the direction the Commission wishes to take, he explained that the Commission and its members would need to enter into a settlement agreement (for each claim) before filing the claim.

Mr. Botcher wants to know more about the settlement agreement and whether it is necessary. Mr. Kiefer explained that he asked Stafford Rosenbaum if it is necessary, and they told him it was. Aside from that, he was unable to answer Mr. Botcher's question. Mr. Botcher does not think it is necessary based on the documents he reviewed.

Mr. Kiefer asked if he should get that answer before going any further. It was the consensus of the Commission that the question should be answered, but it should not delay the Commission's filing of the claims.

It was moved by Mr. Botcher, seconded by Mr. Collins, and unanimously carried to approve the strategy of the Commission pursuing the BASF and Tyco claims on behalf of the Commission and its members.

CLOSED SESSION

At 8:32 A.M. Mr. Collins moved, Mr. Botcher seconded, and the Commission unanimously voted to enter into closed session pursuant to section 19.85 (c) of Wisconsin Statutes to discuss and consider wage rates and salaries for employees.

By roll call vote, the Commission reconvened into open session at 8:35 A.M.

It was moved by Mr. Botcher, seconded by Mr. Collins, and unanimously carried to approve a compensation plan for its hourly employees and salaried employees in which a 3% increase (over current wages and salaries) was applied across the board. By doing so, the Commission approved an increase to Mr. Kiefer's annual salary from $103,289 to $106,388 (3% increase).

NEXT MEETING

The next regular meeting was scheduled for 8:00 A.M. on Wednesday, March 12, 2025, via the online platform called Zoom.

ADJOURNMENT

It was moved by Mr. Botcher, seconded by Mr. Collins, and unanimously carried to adjourn at 8:36 A.M.

Submitted by:

EJC 3/6/2025

Eric Kiefer, Plant Manager and Recording Secretary — Date