

**MINUTES OF THE
NORTH SHORE WATER COMMISSION
MEETING OF WEDNESDAY, OCTOBER 14, 2020**

The North Shore Water Commission held a meeting on Wednesday, October 14, 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
Brooks Angell, Operations Supervisor

MINUTES

It was moved by Mr. Edlebeck, seconded by Mr. Imig, and unanimously carried to approve the minutes for the meeting held September 9, 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 September and noted that staff had to fill reservoirs #1 and #2 from empty. About 3.6 million gallons had to be pumped into the reservoirs which is why the community master meters are about 3% off from the filter meters.

The report was placed on file without any motion.

ANNUAL OPERATING BUDGET

The monthly reports were put on file without motion.

MONTHLY BILLS

It was moved by Mr. Botcher, 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>
Alexander Chemical (treatment chemical: sodium hypochlorite)	\$3,126.91
Amazon (reagent water, custodial supplies, sump pump, fountain pump, LED lamps, agar, fire hose, and other hardware)	\$746.04

American Water Works Association (AWWA membership renewal)	\$2,223.00	
Angela Beling (reimbursement of course enrollment, course materials, and mileage)	\$172.42	
Baxter & Woodman (unattended operations and implementation study)	\$2,695.05	
Beckhoff Automation (license fee for SCADA)	\$189.00	
CDWG (sonicwall security subscriptions for 3-years on all appliances)	\$3,462.36	
Clark Dietz (engineering services)	\$2,250.00	
Diversified Benefit Services (section 125 plan administration)	\$95.00	
Glendale Water Utility (environmental and stormwater charges)	\$591.60	
Grainger (glue, cable ties, air filters, terminal forks, wash bottles, first aid supplies, hardware, and test leads)	\$245.40	
Great America (lease payment for copier)	\$100.00	
Hawkins (treatment chemicals: ammonia, phosphate, and polymer)	\$4,828.24	
Home Depot (spill absorber and torch head)	\$56.95	
Idexx (color comparator and control bacteria)	\$706.24	
Lemberg Electric (labor and materials to wire low lift pump #2)	\$3,470.00	
Northern Lake Service (compliance and corrosion monitoring)	\$2,898.20	
Office Copying Equipment (maintenance payment for copier)	\$28.03	
Quill (office supplies, paper, and file folders)	\$107.74	
Rotroff Jeanson (monthly accounting services)	\$1,125.00	
Securian (life insurance)	\$149.04	
Spectrum (internet and phone)	\$594.79	
Superior Chemical (Wipes)	\$75.36	
SwansonFlo (actuator evaluation and testing)	\$50.00	
USABluebook (wrench, seal kit for trash pump, lamp for analyzer, and indicator)	\$1,102.96	
Village Ace Hardware (paint, sprayer, and sump pump)	\$162.50	
Village of Whitefish Bay Water Utility (Klode water)	\$574.90	
WaterStone Bank (credit card - General Fund)	\$334.53	
-- AT&T (monthly internet charge): \$69.55		
-- Amazon (annual prime membership fee): \$119.52		
-- Google (google apps for work and extra storage): \$84.00		
-- StraightTalk (cell phone charges): \$45.65		
-- Zoom (monthly fee): \$15.81		
We Energies (Bender Electric)	\$14,688.83	
We Energies (Bender Gas)	\$252.16	
We Energies (Green Tree Electric)	\$17.99	
We Energies (Henry Clay Electric)	\$18.40	
We Energies (Klode Electric)	\$4,507.89	
We Energies (Klode Gas)	\$153.41	
Wisconsin State Lab of Hygiene (fluoride sample)	\$26.00	
	SUB-TOTAL	\$51,825.94

Capital Fund

USABluebook (Return and Replacement of CLX chlorine analyzer)	\$698.63
SUB-TOTAL	\$698.63
TOTAL	\$52,524.57

RESERVOIR UPGRADE PROJECT UPDATE

Mr. Kiefer gave the Commission an update on the project. Although the project is moving forward, he explained that the project schedule slipped. In particular, the reservoir overflow pipe is now scheduled for completion near Thanksgiving. He also reported that 3 shutdowns are still needed in order for J.H. Hassinger to complete several critical tasks--none of which have been scheduled yet. Each shutdown is anticipated to last 6 hours. Mr. Kiefer explained that he is hopeful that the schedule won't slip back any further.

Mr. Edlebeck asked Mr. Kiefer to explain the nature of the change orders shown in the report. Mr. Kiefer explained that the change orders mostly relate to the electrical subcontractor. Instead of using PVC outside, they used polyethylene. Furthermore, there were changes made to conduit sizing and the number of spare conduits required.

It was moved by Mr. Botcher, seconded by Mr. Edlebeck, and unanimously carried to authorize payment to vendors in the amount of \$321,165.00 for expenses pertaining to the Reservoir Upgrade Project with \$32,945.82 being requested from member municipalities as indicated in Mr. Kiefer's memo dated October 14, 2020.

HIGH SERVICE PUMP #5 REMOVAL UPDATE

Mr. Kiefer briefly stated that 2 hours of labor were charged to the high service pump #5 project. The project has not advanced since the last meeting.

It was moved by Mr. Edlebeck and seconded by Mr. Imig, and unanimously carried to approve the payment request and to authorize payment to vendors in the amount of \$77.46 as indicated in Mr. Kiefer's memo dated October 14, 2020.

LEAD AND COPPER RULE COMPLIANCE MONITORING UPDATE

Mr. Kiefer provided the Commission with a report showing lead and copper levels of all compliance samples in 2020 through September 28, 2020. He pointed out that all of the 90th percentile lead levels are below the 15 ppb action level. All utilities are in compliance with the lead and copper rule (LCR).

Mr. Kiefer recounted a recent email he sent each water utility where he stated the Commission will be required to further optimize lead and copper corrosion control. He explained that it is very likely that the Commission will be asked to feed more phosphate, but he doesn't know how much more at this time. He expressed his concern that adding additional phosphate may not improve lead levels in homes that have larger-than-average plumbing systems or long lead services. If possible, he will be seeking permission from WDNR to do some offline testing of phosphate to try to determine the

optimal dose--before making any changes to the live system.

Mr. Kiefer also reported that he does not know exactly what will be required as it pertains to monitoring. He believes testing will involve a long-term monitoring program at a few homes throughout the distribution system. At these homes, the Commission would have to collect samples at regular intervals.

When Mr. Kiefer receives more information from WDNR, he will share it with the Commission.

Mr. Edelbeck asked about the 4 homes that exceeded the action level. Mr. Kiefer indicated that those residents were contacted immediately about the results via email, phone, and email depending on the contact information that was provided. Everybody else received results by mail; most of the results were mailed out the same day the results were emailed to plant staff.

No action was taken regarding this matter.

OPERATIONS AND MAINTENANCE REPORT

1. Plant staff replaced the old tap water chlorine analyzer with a new Swan Analytical chlorine analyzer.
2. Plant staff installed the repaired filter #5 drain valve actuator and put that filter back in service.
3. Plant staff received warranty parts and installed them on filter #7 loss of head pressure transducer and placed that filter back in service.
4. Internal upgrades to reservoirs #1 and #2 were completed by J.H. Hassinger. These reservoirs were disinfected and placed back into service with reservoir #3 (in parallel) on September 16th. These changes increased our available storage capacity from approximately 1.2MG to 5.7MG.
5. Plant staff completed repairs on the trash pump used for basin cleaning; basin #1 was then drained and cleaned.
6. Plant staff inspected basin #1 finding several broken flocculation paddles--in addition to a broken collector drive sprocket for the south-side collector.

Mr. Angell also mentioned that the generator breaker associated with the transfer switch at the Bender facility is intermittently failing. Something will need to be in the future--either the breaker will need to be fixed or replaced.


NEXT MEETING

The next regular meeting was scheduled for Wednesday, November 11, 2020 at 8:00 A.M.; the meeting will be online via Zoom.

ADJOURNMENT

It was moved by Mr. Edlebeck, seconded by Mr. Imig, and unanimously carried to adjourn at 8:30 A.M.

Submitted by:



10/16/2020

Eric Kiefer, Plant Manager and Recording Secretary

Date