

**THE NORTH SHORE WATER COMMISSION
MEETING OF AUGUST 6, 2009**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Thursday, August 6, 2009.

Meeting was called to order at 7:30 A.M.

Present: Richard Maslowski, Chairman, Michael West and Dan Naze

Also present: Eric Kiefer, Plant Manager, Jonathan Lee and Andy Cegielski, plant staff.

Absent: Alternates Susan Robertson, Fox Point, Bill Huegel, Glendale and Richard Foster, Whitefish Bay

It was moved by Mr. West and seconded by Mr. Naze that the minutes of the meeting held July 8, 2009 be approved as amended:

Page 1: Roll call absent listing should delete the word alternate before Mr. West's name and reinsert the word alternate before Ms. Robertson's name.

The motion carried unanimously.

The monthly report of plant operations was placed on file without motion.

MONTHLY BILLS

It was moved by Mr. Naze, seconded by Mr. West and unanimously carried that the following bills for the month of July, 2009 be approved and authorization was given to the Fiscal Agent to make such payments:

Eric Kiefer (reimb: postage and accounting software)	148.56
Appleby Décor Center (paint for basement)	531.86
AT&T (local & long dist at Klode)	54.56
Batteries Plus (batteries)	56.97
Bonestroo (engineering for chemical containment & meter replacement projects)	2,295.00
Brenntag Great Lakes (treatment chemical: aqua ammonia)	1,409.40
Cintas (uniform & janitorial supply)	363.25
Daily Reporter (bid advertisement)	85.17
Davis & Kuelthau (legal service)	104.00
Diversified Benefit Services (section 125 plan admin)	80.00
Fuchs & Boyle (legal service)	68.25
Grainger (plant supplies: general)	69.58
Hach (lab supplies)	548.86
Home Depot (grass seed)	127.22
Industrial Towel and Uniform (plant supplies: towel and matt service)	166.03
Kaul Oil (diesel for tractor)	171.82

Lab Safety Supply (safety supplies)	153.14
McMaster-Carr (plant supplies: electrical)	93.96
Modular Piping Supply (plant supplies: plumbing)	616.88
Nalco (treatment chemical: polymer)	773.14
Barbara Patin (secretarial services)	90.00
Pristine Water (treatment chemical: phosphates)	1,460.00
R&R Insurance (causality insurance renewal)	34,677.00
Reinders (fountain repair)	126.62
Remote Automation Solutions (SCADA equipment for Bayside meters)	394.40
Strand Associates (engineering services for Boiler Replacement Project)	4,300.00
Superior Chemical Corp (plant supplies: janitorial)	97.30
Time Warner (remote site com. & Internet service)	792.76
Underwriters Lab. (water analysis)	705.00
UPS Store #1971 (shipping)	124.85
Village Ace Hardware (plant supplies, hardware, seed)	182.85
Village of Fox Point (fuel for truck)	43.07
Village of Whitefish Bay (phone service)	237.04
Waste Mgt of Milwaukee (waste disposal service)	304.25
We Energies (Henry Clay electric)	22.15
We Energies (Klode electric)	5,580.47
We Energies (Bender electric)	15,684.13
We Energies (Klode gas)	8.96
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TOTAL	72,748.50

PLANT SECURITY PROJECTS PAYMENTS

It was moved by Mr. West, seconded by Mr. Naze and unanimously carried that the Commission approve the fifth payment to Bonestroo for the Plant Fence and Lighting Project in the amount of \$1,300.

It was moved by Mr. West, seconded by Mr. Naze and unanimously carried that the Commission approve the third payment to Century Fence Company for the Plant Fence and Lighting Project in the amount of \$17,132.50.

PLANT BOILER BID

It was moved by Mr. West, seconded by Mr. Naze and unanimously carried that the bids received for the Plant Boiler Project be rejected and re-bid due to an error found in the original bid specifications.

COMPUTER ADMINISTRATOR QUARTERLY REPORT

Jonathan Lee provided Commission members with a written report on the status of the SCADA System Upgrade Project that he is administering and spoke about the upgrades completed and projects that are still being developed. A copy of his report is attached to the minutes of this meeting.

MAINTENANCE RESERVE FUND BALANCE

Eric Kiefer provided an analysis of the current allocation percentages for the General Fund and the Capital Fund for the three member communities and options proposed for adjusting the balances of each community to actual while maintaining, by agreement, the maintenance reserve fund balance as required.

It was the consensus of the members that the auditor be asked to appear at a future meeting to discuss and clarify the options presented.

MANAGER'S REPORT ON PLANT OPERATIONS

1. The Fence and Lighting Project is complete. Plans are being developed by Plant Staff to install additional video cameras by the northeast and southeast reservoirs.
2. The compound meters on School Road were replaced with new 6" Badger compound meters. This month Plant Staff will be installing SCADA equipment in meter vault and will be requesting the Village of Fox Point to open the interconnection on a trial basis.
3. Cooling fans in the cabinet for High Service Pump #4 broke down. Pump is out of service until repaired.
4. All basins have been cleaned and inspected. Minor repairs are still required in Basin #1 and are scheduled for next week. All other basins are in good operating condition.
5. Plant Manager is working with residents in its service area to collect required lead and copper samples. Approximately one third of the samples have been collected; the remaining samples are scheduled for August and September. So far, lead and copper levels are down from the last testing event.
6. The City of Glendale conducted a cross-connection inspection at the treatment plant. Most of the violations are minor; however one violation is substantial. At the time of construction in 1962, the surface sand wash system was installed without an approved backflow protection device. Installation of device is estimated to be approximately \$10,000 to \$15,000. Proposals for repair will be solicited in near future.
7. Plant staff has started a painting project in the lower basement. Walls and piping are scheduled to be painted over the course of the next year and a half.
8. Plant Manager is working with Retroff Jeanson Company to transfer accounting responsibilities. Financial reports for future meetings may be formatted differently.

CLOSED SESSION

It was moved by Mr. West and seconded by Mr. Naze and unanimously carried by roll call vote that the Commission convene into closed session pursuant to Section 19.85 (1)(c) of Wisconsin Statutes to consider compensation of the Computer Administrator.

The Commission reconvened into regular session at 8:50 A.M. and took no action on items discussed in closed session.

There being no further regular business, the meeting adjourned at 8:52 A.M. The next scheduled meeting will be held Wednesday, September 9, 2009 and the October meeting is scheduled for Wednesday, October 7, 2009.

Barbara C. Patin, Recording Secretary