

**THE NORTH SHORE WATER COMMISSION
MEETING OF FEBRUARY 11, 2009**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, February 11, 2009.

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

Present: Michael West, Chairperson, Richard Maslowski, Alternate Richard Foster and Alternate Bill Huegel

Also present: Eric Kiefer, Plant Manager and Jonathan Lee

Absent: Alternate Susan Robertson, Fox Point and James Grassman, Whitefish Bay

It was moved by Mr. Maslowski and seconded by Mr. Foster that the minutes of the meeting held January 14, 2009 be approved, as amended, with the addition of Bill Huegel as being present. The motion carried unanimously.

It was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried that the minutes of the special meeting held February 5, 2009 be approved as submitted.

2008 AUDIT

John Knepel, auditor from Virchow Krause, presented Commissioners with the 2008 Audit. After a discussion of plant operations and capital and operating fund balances it was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried to accept the 2008 audit and to transfer the General Fund surplus of \$199,094 to the Maintenance Reserve Fund.

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

MONTHLY BILLS

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

| | |
|---|----------|
| Gary Engel (Reimb: training for certificate renewal) | 35.00 |
| AT&T (local & long dist at Klode) | 51.01 |
| AT&T Mobility (est-cell phone service) | 98.01 |
| Boardman Law Firm (legal service) | 625.58 |
| Bonestroo (containment area contract: data gathering, design) | 531.00 |
| Brenntag Great Lakes (treatment chemical: aqua ammonia) | 1,429.33 |
| Cintas (uniform & janitorial supply) | 324.73 |
| Circle Electric (replace heater at Klode) | 2,786.00 |
| Citgo (fuel for truck) | 58.10 |
| Davis & Kuelthau (legal service) | 754.00 |
| Diversified Benefit Services (section 125 plan admin) | 168.95 |
| Fisher Scientific (lab supplies) | 723.15 |
| Fuchs & Boyle (legal service) | 448.50 |

| | |
|---|-------------|
| General Chemical (treatment chemical: alum) | 5,388.32 |
| Grainger (plant supplies: floor maintenance, general, janitorial) | 1,228.43 |
| Great Lakes Excavating (snow plowing) | 400.00 |
| Hach (lab supplies) | 354.60 |
| Industrial Towel and Uniform (plant supplies: towel and matt service) | 164.44 |
| Intuit (QuickBooks payroll software renewal) | 349.00 |
| KA Steel (treatment chemical: sodium hypochlorite) | 5,874.70 |
| Local Government Property Insurance Fund (renewal of policy) | 10,693.00 |
| McMaster-Carr (plant supplies: plumbing) | 54.54 |
| Milport (treatment chemical: fluoride) | 10,532.95 |
| Barbara Patin (secretarial services) | 90.00 |
| Pristine Water (treatment chemical: phosphates) | 1,460.00 |
| Sarnet Technologies (Bristol software support contract renewal) | 9,035.80 |
| T&L Glass Service (sheet of glass for window replacement) | 101.24 |
| Time Warner (remote site com. & Internet service) | 783.26 |
| U.S. Cellular (phone service-est.) | 7.10 |
| UPS Store #1971 (shipping) | 59.36 |
| Underwriters Lab. (water analysis) | 156.00 |
| Vacuum, Pump & Compressor (pump replacement) | 556.42 |
| Village Ace Hardware (plant supplies: general, janitorial) | 43.99 |
| Virchow Krause (payment #1 of services in connection with 2008 audit) | 5,300.60 |
| Village of Whitefish Bay (phone service) | 243.54 |
| Waste Mgt of Milwaukee (waste disposal service) | 289.36 |
| We Energies (Klode electric: 10/28/08 - 2/02/09) | 11,824.89 |
| We Energies (Bender electric) | 12,955.70 |
| We Energies (Klode gas) | 0.94 |
| We Energies (Bender gas) | 6,349.56 |
| Weimer Bearing & Transmission (bearing replacement) | 90.36 |
| Wisconsin State Laboratory of Hygiene (fluoride analysis) | 20.00 |
| <u>Maintenance Reserve</u> | |
| Bristol (RTU9 replacement for SCADA upgrade) | 1,374.10 |
| Graybar (hardware for SCADA upgrade) | 83.39 |
| McMaster-Carr (hardware for SCADA upgrade) | 87.52 |
| Sarnet Technologies (software driver for SCADA upgrade project) | 1,292.00 |
| Underwriters Lab (lead and copper monitoring) | 675.00 |
| TOTAL | \$95,953.47 |

IDSE AND AMMONIA FEED PROJECT PAYMENT REQUEST

It was moved by Mr. Foster, seconded by Mr. Maslowski and unanimously carried that the Commission approve the seventeenth payment request from Bonestroo for engineering services in the amount of \$1.014.19.

AMMONIA FEED VAULT PROJECT PAYMENT REQUEST

It was moved by Mr. Foster, seconded by Mr. Maslowski and unanimously carried that the Commission approve the third and final payment request from Underground Pipeline Construction (UPI) for construction and materials for the ammonia feed vault project in the amount of \$6,523.75. Funding to come from the maintenance reserve fund.

PLANT SECURITY UPGRADE PROJECT

Dave Burch, from Bonestroo, was present for this part of the meeting. Mr. Burch reported that bids were received and opened on Thursday, February 5th from four contractors for fencing, lighting and other security measures for the treatment plant.

It was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried that the Commission accept the second lowest bid from Century Fence Co. in the amount of \$92,763.24 and the Commission rejected the low bid from Northway Fence due to their non-response to bidding instructions in the contract documents.

SCADA UPGRADE PROJECT

It was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried that the Commission approve the formalize quotes for equipment for the SCADA Upgrade Project from Revere Electric Supply, dba/Holt Electric and Remote Automation Solution, and further, authorizing the Plant Manager to sign the agreements pending review by counsel.

STARNET TECHNOLOGIES AGREEMENT

It was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried that the Commission approve the 2009 Control System Support and Preventive Maintenance Agreement with Starnet Technologies, Inc. and authorize the Plant Manager to execute this agreement.

HENRY CLAY METER REPLACEMENT

Mr. Kiefer provided a report outlining draft specifications for replacing the defective meter between Whitefish Bay and Glendale and repair or replacement of other intercommunity meters.

QUARTERLY SCADA UPDATE REPORT

Jonathan Lee, the plant 's Computer Administrator, was present and provided his 3rd quarterly report on the progress of the upgrade of RTU9. Jonathan spoke about what the equipment needs are and the timeline of the project.

Commission members thanked him for his detailed report and look forward to his next report.

REPORT OF PLANT MANAGER

1. The Computer Administrator has removed the failing RTU9 system and installed new equipment. RTU9 is now operational with only minor testing and modification required.
2. Plant staff has stripped and waxed the kitchen, locker room, and the rear hallway.
3. Plant staff has moved and organized all items in the storage area into the chemical feed room to allow for construction by plant personnel of DNR-required containment area for sodium hypochlorite.
4. Foreman replaced both lower basement sump pumps.
5. Basin #1 sludge collection system is out of service due to a broken chain; repairs have been scheduled for early summer.
6. UV reactor #2 is down for repair. Trojan is in the process of fixing an internal control problem.
7. Plant Manager and Process Research Solutions has submitted an application to the Water Research Foundation (formerly AWWA) requesting financial support for continued monitoring of corrosion and other water quality parameters in the distribution system; requested a matching contribution of \$44,000 for a 2 year study.
8. Manager has entered into the following agreements in accordance to the purchasing policy.
 - PBBS Equipment Corporation: \$1,414 + parts for fireside cleaning, waterside cleaning, burner/boiler checkout, and mid-season check.
 - Bonestroo—Fence & Lighting Project: lump sum of \$6,500 and reimbursable expenses.
 - Bonestroo—Chemical Containment Area Improvements: lump sum of \$4,000 and reimbursable expenses.
 - Bonestroo—Alternative Study for Installation of Reservoir Overflows: lump sum of \$6,500 and reimbursable expenses.

There was no further regular business and the meeting adjourned at 8:55 A.M. to Tuesday, March 10, 2009.

Barbara C. Patin, Recording Secretary