

**THE NORTH SHORE WATER COMMISSION
MEETING OF JANUARY 14, 2009**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, January 14, 2009.

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

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

Also present: Eric Kiefer, Plant Manager and Duane Ziege

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 December 3, 2008 be approved, as amended, with the substitution on page 3, paragraph 1 of Mr. West's name in place of Mr. Grassman's name as making a second to the motion. 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 Wednesday, December 10, 2008 be approved as submitted.

The monthly report of plant operations and annual operating budget were 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 December, 2008 be approved and authorization was given to the Fiscal Agent to make such payments:

Eric Kiefer (petty cash reimb: stamps, funeral memorial)	87.80
Eric Kiefer (reimb: email upgrade to Google Premium)	450.00
Jonathan Lee (reimb: mileage, certificate renewal)	229.84
AT&T (local service for Klode-est.)	45.47
AT&T Mobility (cell phone service)	98.01
AWWA Research Foundation (annual renewal of membership)	4,430.00
Boardman Law Firm (legal service)	2,690.87
Bonestroo (general service contract: fence & scada bid documents, flushing)	9,976.22
Brenntag Great Lakes (treatment chemical: aqua ammonia)	772.13
CDW-G (computer equipment & software)	386.05
Cintas (uniform & janitorial supply)	548.34
Cintas First Aid & Safety (first aid supplies)	127.55
Cintas Fire Protection (fire extinguisher equipment &	694.40

service)	
City of Milwaukee (standby agreement)	1,350.00
Davis & Kuelthau (legal service)	234.00
Eaton (ups batteries & service)	2,689.00
FedEx Kinkos (binding)	4.99
Fisher Scientific (lab supplies)	507.57
Fuchs & Boyle (legal service)	78.00
General Chemical (treatment chemical: alum)	2,763.15
Glendale Water Utility (storm & environmental charge)	377.45
Goodyear Auto Service (truck maintenance)	290.18
Grainger (plant supplies: general, lighting)	1,088.37
Great Lakes Excavating (snow plowing)	1,260.00
Hach (lab supplies)	948.55
Idexx (lab supplies)	1,296.48
Impact Networking (maintenance on copier)	32.42
Industrial Towel and Uniform (plant supplies: towel and matt service)	164.44
John Mayer (assistance with wholesale water rate negotiations)	110.00
Lab Safety Supply (safety equipment)	537.78
MMSD (4th qtr sludge disposal)	1,153.12
Modular Piping Supply (plumbing supplies)	555.96
Office Depot (office supplies & tax forms)	73.13
Barbara Patin (secretarial services)	90.00
Pristine Water (treatment chemicals: phosphates)	665.00
Time Warner (remote site com. & Internet service)	807.76
U.S. Cellular (phone service-est.)	7.10
UPS Store #1971 (shipping)	146.83
Underwriters Lab. (water analysis)	200.00
Vacuum, Pump & Compressor (annual maintenance supplies)	1,814.14
Village Ace Hardware (plant supplies: electrical & hardware)	14.90
Village of Whitefish Bay (postage/ mailing charges for 2008)	110.38
Village of Whitefish Bay (phone service)	241.32
Village of Whitefish Bay (Klode electric service: 10/28/08 to 11/26/08)	4,142.19
Waste Mgt of Milwaukee (waste disposal service)	290.06
We Energies (Bender electric-est)	12,484.48
We Energies (Bender gas-est)	5,000.00
We Energies (Klode gas)	16.93
Wisconsin State Laboratory of Hygiene (fluoride analysis)	40.00
<u>Maintenance Reserve</u>	
Underwriters Laboratories (lead & copper analysis)	1,478.50
Process Research Solutions (lead & copper study engineering)	1,425.00
McMaster-Carr (SCADA mounting hardware)	88.92
Graybar (SCADA hardware, connectors, & wire)	1,618.44
TOTAL	\$66,733.22

IDSE PAYMENT REQUEST

It was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried that the Commission approve the sixteenth payment request from Bonestroo for engineering services in the amount of \$1,217.15.

INTERCOMMUNITY INTERCONNECTIONS

There followed a discussion of the operation and maintenance of interconnections that allow water from one community to flow into another. These interconnections must be metered to prevent inaccuracies in billing for water used.

There are four interconnections in the system. The member communities currently operate all distribution equipment and the Commission reads the meters at the interconnections. The current meters are quite old and need either replacement or repair.

It was the consensus of the members that the North Shore Water Commission should own and maintain the interconnect meter at the Henry Clay site between Whitefish Bay and Glendale. Funding to come from Maintenance Reserves.

PLANT SECURITY UPGRADE PROJECT

Tom Nennig from Bonestroo was present for this discussion. He discussed the security fence and lighting construction timeframe proposed. It was moved by Mr. Foster, seconded by Mr. Maslowski and unanimously carried that the Commission approve advertising for bids and the bid schedule for this project as proposed.

SCADA UPGRADE PROJECT

Mr. Nennig spoke on the proposed SCADA Project timeline. It was moved by Mr. Foster, seconded by Mr. Maslowski and unanimously carried that the Commission approve advertising for bids and the bid schedule for this project as proposed.

AGENT AUTHORIZATION FOR ETF

It was moved by Mr. Maslowski, seconded by Mr. Foster and unanimously carried that the Plant Manager to authorized to act as Agent for submittal of monthly remittance reports and payments to the Department of Employee Trust Funds via the Online Network of Employers conditioned upon monthly reports being provided to the Fiscal Agent.

MANAGER'S REPORT

Manager's report of completed operational projects December 3rd – January 13th

1. The system controlling plant pumps and analyzers, RTU9, faulted repeatedly throughout the month of December. The Computer Administrator has revised plans to begin replacement of that system immediately.
2. Foreman and staff are performing annual winter maintenance and cleaning.

3. Performed preventative maintenance on plant uninterruptable power supply (UPS).
4. Prepared area for new containment area for sodium hypochlorite tanks and feed equipment. Foreman is prepared to begin construction in February.
5. Basin #5 sludge collection system is out of service due to a broken bearing and chain; repairs have been scheduled for the summer.
6. Switched entire email system to Google Premium that includes secure offsite archiving of all email.
7. Plant Manager is working with Process Research Solutions and several water utilities to request funding from the Water Research Foundation (formerly the American Water Works Association Research Foundation) to support continued monitoring of corrosion and other water quality parameters in the distribution system.

CLOSED SESSION

It was moved by Mr. Foster, seconded by Mr. Maslowski and unanimously carried by roll call vote that the Commission convene into closed session pursuant to Section 19.85 (1)(c) & (e) of Wisconsin Statutes to consider continuation of health insurance benefits to the family of former Plant Manager Roger Johnson and to deliberate and discuss terms of the Wholesale Water Sales Agreement and Water Conveyance Agreement and the potential assignment to the City of Mequon.

The Commission reconvened into regular session at 8:35 A.M. and took no action on items discussed in closed session.

There being no further business the meeting adjourned at 8:36 A.M. The next scheduled meeting will be Wednesday, February 11, 2009.

Barbara C. Patin, Recording Secretary