

**THE NORTH SHORE WATER COMMISSION
MEETING OF FEBRUARY 13, 2008**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, February 13, 2008.

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

Present: Mary Jo Lange, Chairperson, Richard Maslowski and Michael West

Also present was Plant Manager Eric Kiefer

Absent: Alternates Susan Robertson, Fox Point, James Brennan, Whitefish Bay and William Huegel, Glendale

It was moved by Mr. Maslowski and seconded by Mr. West that the minutes of the meeting held January 9, 2008 be approved as submitted. The motion carried unanimously.

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

MONTHLY BILLS

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

Eric Kiefer (petty cash: office supplies, cell phone)	\$ 212.66
AT&T (local service for Klode)	28.68
AT&T (long distance service for Klode)	51.01
AT&T Mobility (service for cell phones)	214.51
CDWG (computer supplies)	336.09
Cintas (uniform)	486.22
Davis & Kuelthau (legal services)	4,729.00
Fisher Scientific (lab supplies)	775.32
Grainger (plant supplies)	736.57
Great Lakes Excavating (snow plowing)	215.00
Hach (lab supplies)	399.26
Industrial Towel & Uniform (plant supplies)	228.60
Intuit (software support and upgrade)	160.54
McMaster-Carr (plant supplies)	82.50
Barbara Patin (secretarial service)	90.00
Pristine Water (treatment chemicals: phosphates)	665.00
Time Warner (remote site com. & Internet service)	814.75
U.S. Cellular (phone service-est.)	7.10
Underwriters Lab. (water analysis)	278.00
Vacuum, Pump & Compressor (supplies for air compressors)	2,633.44
Village Ace Hardware (plant supplies)	41.48
Village of Whitefish Bay (phone service-est)	78.21

Village of Whitefish Bay (Klode electric service: 10/29/07 to 11/29/07)	5,015.86
Virchow Krause & Company (2007 audit)	6,000.00
Waste Mgt of Milwaukee (waste disposal service)	278.34
WE Energies (Bender electric)	11,783.20
WE Energies (Bender gas service-est)	5,393.84
WE Energies (Klode gas service)	8.83
Maintenance Reserve (Projects Approved in 2007)	
Bonestroo (meter replacement engineering)	4,007.67
Process Research Solutions (lead and copper study)	3,800.00
TOTAL	\$49,551.68

2007 AUDIT

John Knepel from Virchow Krause was present and provided a review of the draft of the 2007 audit for North Shore Water Commission.

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the Commission approve and accept the 2007 Audited Financial Statements as presented with the exception that the increase in fund balance in the amount of \$133,621 remain in the General Fund and not be transferred to Maintenance Reserves.

AMMONIA FEED PROJECT AND HIGH SERVICE METER REPLACEMENTS

Tom Nennig from Bonestroo was present and reviewed bids received for the Ammonia Feed Room Project and the replacements of the High Service Meter.

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the Commission approve the low bid for the Ammonia Feed Room Project received by Faust Company, Inc. in the amount of \$219,750 and authorizing the Plant Manager to approve change orders with a contingency amount not to exceed \$5,000. Funding for this project to come from the three member communities.

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that Commission approve the low bid for the High Service Meter Replacement to Grunau Co. in the amount of \$48,770 and authorizing the Plant Manager to approve change orders with a contingency amount not to exceed \$2,000. This project is also contingent upon approval by the Department of Natural Resources.

IDSE AND AMMONIA FEED PROJECT PAYMENT REQUEST

It was moved by Mr. West, seconded by Mr. Maslowski and unanimously carried that the Commission approve the sixth payment request from Bonestroo for engineering services in the amount of \$5,075.25.

2008-2010 AFSCME LABOR AGREEMENT

It was moved by Mr. West, seconded by Mr. Maslowski and unanimously carried that the Commission accept the 2008-2010 labor agreement with Local 1486, AFSCME as presented. The agreement will be signed upon ratification and execution by the union.

SOFTWARE SUPPORT

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the Commission approve a contract with Starnet Technologies for software support to cover the Bristol Babcock software owned by the North Shore Water Commission. The 12-month annual support contract is approved in the amount of \$8,568.80.

MANAGER'S REPORT OF OPERATIONS FOR JANUARY

1. WE Energies investigated grid activity during occurrences of recent electrical failures. Data suggests that malfunctions are not the result of WE Energies activities. Further study is required to identify problem.
2. Working Foreman is revising maintenance program.
3. Plant staff has completed annual maintenance of filters and motors.
4. AWWARF is working with Process Research Solutions to make necessary changes to the lead and copper proposal. Decision on funding is expected in March.

CLOSED SESSION

It was moved by Mr. West, seconded by Mr. Maslowski and with Mr. West, Mr. Maslowski and Ms. Lange voting aye the meeting recessed into Closed Session at 8:30 a.m. pursuant to Section 19.85 (1)(c) of Wisconsin Statutes to consider employment, promotion, compensation or performance related issues of plant staff. The Commission reserved the right to reconvene into regular session to act on any matters discussed in closed session.

The Commission reconvened into regular session at 8:56 a.m.

STAFFING NEEDS AND PROCEDURES

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the Plant Manager be authorized to proceed with advertising for the vacant position of Operator/Technician.

CONTROL SYSTEM SUPPORT AGREEMENT

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the Commission approve execution of a Control System Support and Preventative Maintenance Agreement for the North Shore Water Commission Water Production Facilities with Starnet Technologies for an annual cost of \$10,666.67.

There being no further regular business the meeting adjourned at 9:05 a.m. The next scheduled meeting will be Wednesday, March 12, 2008.

Barbara C. Patin, Secretary for the Commission