

**THE NORTH SHORE WATER COMMISSION
MEETING OF SEPTEMBER 17, 2007**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, September 17, 2007.

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

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

Also present was Plant Manager Eric Kiefer

Absent: Alternate Bill Huegel, Glendale, Alternate Susan Robertson, Fox Point Village Manager and Alternate James Brennan, Whitefish Bay Trustee

It was moved by Mr. West and seconded by Mr. Maslowski that the minutes of the meeting held August 8, 2007 be approved as submitted. The motion carried unanimously.

It was moved by Mr. West, seconded by Mr. Maslowski and unanimously carried that the minutes of special meetings held August 23, 2007 and August 27, 2007 be approved as submitted.

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 August were approved and authorization given to the Fiscal Agent to make such payments:

Eric Kiefer (Petty cash)	\$	135.59
AT&T (Service: Sept., 07.-Klode)		28.95
AT&T-SBC (Sept, 07 Service-Klode)		40.15
American Water Works Assoc. (2008 Mem. Dues & Wis.Section)		1,612.00
CDW-G (Software & computer hardware)		1,738.47
Cingular-At&T (Sept., 07 Service)		113.44
Cintas (Plant supplies)		469.95
Citgo (Gas for Truck & Tractor)		7.19
Economy Lamp (Bulbs)		141.85
Fed Ex (Prints)		182.23
Goodyear Auto Service (Truck service)		940.84
Graybar (Plant Supplies)		103.00
Grainger (Plant supplies)		866.45
Hach (Lab supplies)		349.00
Home Depot (Plant supplies)		448.21
Industrial Towel & Uniform (Plant supplies)		162.24
Kaul Mart (Gas for Mowers)		29.24
McMaster-Carr (Plant supplies)		579.48
Mulcahy/Shaw Water (UV instrumentation)		81.32
Nalco (Chemicals)		710.59

Office Depot (Office supplies)	122.75
Barbara Patin (Sec. Service for Aug., 2007)	90.00
Personal Concepts (Labor law poster)	47.90
Pristine Water (Chemicals)	550.00
R & R Insurance Serv. (Property & Liability Insur.)	38,287.00
Saf-T-Flo (Plant supplies)	357.93
Sage Software (Peachtree support)	289.00
K.A. Steel Chemicals (Chemicals)	2,925.75
Time Warner (Remote site com. & Internet service)	604.23
U.S. Cellular (Sept., 07 service-est.)	7.22
Underwriters Lab. (Water analysis)	346.50
UPS Store (Postage & shipping)	262.07
Village Hardware (Plant supplies)	133.00
Village of Whitefish Bay (Phone line service: August, 07)	792.87
Village of Whitefish Bay (Electric service: 6/28/07 to 7/31/07)	7,532.78
Waste Mgt of Milwaukee (Service: Sept.,2007)	266.23
WE Energies (Electric: 08/01/07 to 09/01/07)	17,057.89
WE Energies (Gas- Bender service: 7/28/07 to 08/28/07)	51.98
WE Energies (Gas- 516 W. Bender: 07/26/07 to 08/26/07)	27.60
WE Energies (Gas- Klode service: 07/28/07 to 08/28/07)	18.89
Wis. Lab of Hygiene (Water analysis)	1,211.25

TOTAL

\$79,723.03

IDSE AND AMMONIA FEED PROJECT

Tom Nennig, from Bonestroo, was present and provided a brief update of the Initial Distribution System Evaluation (IDSE) and the ammonia feed project. Mr. Nennig said that the project is approximately 10% complete. Notice of a working model will be sent to the DNR. North Shore Water has one year to submit sampling sites (12 in each community).

There was a brief discussion on the merits of replacing the high service flow meters rather than testing with mag meters.

It was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the Commission retain the services of Bonestroo to develop an engineering report detailing alternatives and recommendations for meter replacement without testing the existing meters at a cost not to exceed \$5,000.

PAYMENT REQUEST FOR IDSE AND AMMONIA FEED PROJECT

It was moved by Mr. West, seconded by Mr. Maslowski and unanimously carried that the first payment request from Bonestroo of \$10,046.59 be approved as submitted.

OPERATIONS AND MAINTENANCE BUDGET-2008

After a brief discussion, it was moved by Mr. Maslowski, seconded by Mr. West and unanimously carried that the proposed North Shore Water Commission Operating Budget for 2008 be approved as submitted. This budget reflects an increase of 2.30%.

516 WEST BENDER ROAD

It was moved by Mr. West, seconded by Mr. Maslowski and unanimously carried that the Commission approve Resolution 2007-2 authorizing the execution of a warranty deed for the sale of the property located at 516 West Bender Road.

PURCHASING POLICY

After a brief discussion regarding establishing spending limits for the Plant Manager, it was moved by Mr. West, seconded by Mr. Maslowski and unanimously carried to approve the Purchasing Policy dated September 17, 2007 with the following minor correction:

Second paragraph under Purchases should read as follows:

Provided that the Plant Manager obtains three (3) *quotations*, if feasible.....

PLANT MANAGER REPORT

1. Upgraded SCADA software and historical database to latest version of Emerson Open Enterprise.
2. Installed security cameras at Klode Park, Glendale, and Whitefish Bay. Streaming video is accessible to plant staff via secure VPN connections.
3. Plant staff attended Wisconsin Water Association Annual Conference.
4. Plant staff repaired electrical controls on dehumidifier not covered under warranty.
5. Plant staff cleaned major areas of the plant in preparation for the reception and tour.
6. Finished all of the code compliance work for 516 W Bender.
7. Technician Mechanics repaired garden tractor.

There being no further regular business the meeting adjourned at 8:45 A.M. to Wednesday, October 10, 2007.

Barbara C. Patin, Recording Secretary