

**NORTH SHORE WATER COMMISSION
MEETING OF November 10, 2010**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, November 10, 2010.

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

Present: Daniel Naze, Chairman; Michael West, Secretary; Richard Maslowski, Member

Also present: Eric Kiefer, Plant Manager & Recording Secretary; Jonathan Lee, Computer Administrator; Andrew Cegielski, Relief Operator Technician; Virginia Wendt, Strand Associates Engineer, Chris Swartz, Village Manager of the Village of Shorewood (arrived at 8:00 A.M.); Guy Johnson, Village President of the Village of Shorewood (arrived at 8:10 A.M.)

Absent: Richard Foster, Alternate for Whitefish Bay; Susan Robertson, Alternate for Fox Point; Dave Eastman, Alternate for Glendale

MINUTES

It was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the minutes for the meeting held Wednesday, October 6, 2010 be approved as drafted.

MONTHLY REPORT OF PLANT OPERATIONS

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

ANNUAL OPERATING BUDGET

The monthly budget reports were 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 October, 2010 be approved and authorization was given to the Fiscal Agent to make such payments:

AC Engineering (installation assistance of trip unit)	304.35
Buelow Vetter (legal services)	2,890.00
Butters-Fetting (backflow preventor testing)	933.64
Cintas (uniform and janitorial supplies)	472.21
Diversified Benefit Services (section 125 plan administration)	91.32
EMS (crane repair in chemical feed room)	680.00
Eric Kiefer (postage, parking, West Shore Water registration, supplies reimb)	98.25
FedEx Kinko's (copying service)	10.98
Fuchs & Boyle (legal service)	19.50

Grainger (hardware, janitorial supplies, first aid supplies, gloves, gloves, liners)		452.91
Graybar (cable)		304.73
Great America Leasing Company (office copier lease payment)		87.00
Hach (lab supplies)		267.28
Hydrite (treatment chemical: aqua ammonia)		850.00
Idexx (lab supplies)		1,201.86
J Miller Electric (labor and materials to assist with chemical feed pump replacement)		6,250.00
KA Steel (treatment chemical: sodium hypochlorite)		1,206.83
Liquid Asset Diving-DBA Joe Weiss (inspection and report of crib and well)		5,230.00
Mid-State Equipment (tractor repair parts)		349.89
MMSD (3rd qtr sludge disposal)		783.35
Nalco (treatment chemical: polymer)		774.00
Office Copying Equipment (office copier maintenance agreement)		15.75
Pristine Water Solutions (treatment chemicals: phosphates)		2,052.60
R&R Insurance (audit adjustment of WC policy)		2,077.00
Rotroff Jeanson (monthly accounting service)		875.00
Sage Software (accounting software upgrades)		304.94
Strand Associates (engineering service: record drawings - O&M project)		1,459.77
Time Warner Cable (internet service)		764.80
Time Warner Cable (phone at Klode-includes installation fee)		154.33
Underwriters Labs (water analysis)		256.50
UPS Store (shipping)		364.07
US Cellular (cell phones)		58.53
USA Bluebook (lab supplies)		346.52
Village Ace Hardware (painting supplies, adhesive-backed letters)		34.55
Village of Whitefish Bay Water Utility (Klode Water)		229.53
Waste Management (waste disposal)		346.18
We Energies (Bender electric)		12,545.83
We Energies (Green Tree electric)		14.91
We Energies (Henry Clay electric)		11.19
We Energies (Klode electric)		3,938.06
We Energies (Bender gas)		988.16
We Energies (Klode gas)		9.20
Wilkens-Anderson (lab supplies)		372.26
	SUB-TOTAL	\$50,477.78
<u>Maintenance Reserve</u>		
	SUB-TOTAL	\$0.00
	TOTAL	\$50,477.78

REPORT BY STRAND ASSOCIATES REGARDING 2010 – 2011 CAPITAL IMPROVEMENT PROJECTS

Virginia Wendt from Strand Associates presented plans at 60% completion for the 2010 – 2011 capital improvement projects. Ms. Wendt provided a brief summary of the progress to date and an updated schedule of events. According to Ms. Wendt, Strand Associates are on track to completing design for the projects on or ahead of schedule.

DISCUSSION AND APPROVAL OF FIRST PAYMENT TO STRAND ASSOCIATES FOR ENGINEERING SERVICES RENDERED UNDER TASK ORDER NUMBERS: 10-04, 10-05, AND 10-06

After discussion, it was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the Commission approve payment to Strand Associates in the amount of \$8,690.00. Funding to come from each community based on current capital allocation percentages.

DISCUSSION AND APPROVAL TO PAY INVOICES RELATED TO RESERVOIR LEVEL MONITORING PROJECT

After discussion, it was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the Commission approve payment of invoices from TCIC and GE Sensing for an amount totaling \$13,996.14. Funding to come from each community based on current capital allocation percentages.

DISCUSSION AND APPROVAL TO PURCHASE NEW ON-LINE CHLORINE ANALYZER

After discussion, it was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the Commission approve the purchase of the SWAN Analyzer AMI Codes-II CC from Swan Analytical USA, Inc. for \$7,335.00 plus shipping. Purchase to be funded by Maintenance Reserve Fund.

DISCUSSION AND APPROVAL TO ACCEPT CHEMICAL QUOTATIONS FOR 2011

Plant Manager solicited quotations for treatment chemicals for 2011. The following quotations have been recommended by the Plant Manager based on lowest cost or because of DNR code regulation making it cost-prohibitive to switch.

Ammonia Hydroxide 19%: Hawkins (\$0.20/lb)
Sodium Hypochlorite 12.5%: KA Steel (\$0.625/gal)
Hydrofluosilic Acid 23%: Alexander (\$695/ton)
Liquid Aluminum Sulfate: General Chemical (\$480/dry ton)
Phosphate: Pristine (\$366.27 per 55-gal drum)
Polymer: Hawkins (\$0.85/lb) or Nalco (\$0.86/lb) depending on DNR requirements

After discussion, it was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the Commission accept the quotations for treatment chemicals as recommended by the Plant Manager.

COMPUTER ADMINISTRATOR'S QUARTERLY REPORT

By unanimous consent, Chairman Naze suspended the rules to address item 12 of the agenda instead of item 11.

Jonathan Lee presented his 10th report on the SCADA Upgrade project. In summary, Mr. Lee presented the following:

- The sludge collection system has been updated; two RTUs were installed to control seven valves, control five collectors, and monitor the MMSD sludge mag meter.

- The UV system has been modified for a smoother startup. The UV alarms have also been modified to match the plant’s alarming system.
- Master meter wires have been replaced. New wires will allow for additional capabilities to be programmed.
- Several systems have been modified due to plant production shut down power study.

PLANT MANAGER'S MONTHLY REPORT

By unanimous consent, Chairman Naze suspended the rules to address item 13 on the agenda instead of item 11.

1. Plant staff placed the new sodium hypochlorite bulk tanks in the containment area in the basement.
2. A technician from AC Engineering replaced the trip unit in the transfer switch at Bender. The transfer switch has been tested and is now in good working condition.
3. After briefly experimenting with starting and stopping water treatment during the day, the plant went back to normal operations. Although water quality was within DNR specifications during each startup, the filter effluent turbidity was very close to exceeding regulatory limits. Nevertheless, data that was captured during the short trial indicated that there are potential savings at Klode by operating as trialed. Because of our rate structure, we did not see any savings at the Bender facility.
4. New communication wires were pulled to the master meters. Additional wire pairs will allow for additional real-time information such as reverse flow—currently we have to read the meters on a monthly basis to determine totalized “backward” flow.
5. There was a minor fluoride spill in the chemical feed room that occurred during a fill of the day tank. Upcoming fluoride project will address two major problems we had to deal with: (1) poor containment area and (2) inadequate venting.

DISCUSSION OF SHOREWOOD’S REQUEST FOR WATER SERVICE

Village Manager Chris Swartz from Shorewood summarized its efforts in exploring the Commission—and its member utilities—as an alternate source of water for its community. One of their efforts was to develop a hydraulic model that was used to simulate pressures and flows using different suppliers. Out of that effort, two items were identified as requiring further study. In a previous correspondence, Shorewood asked if the Commission could follow up with the study and address those items. The Commission’s initial sense was that additional study was necessary but the cost of such effort should be paid by Shorewood, at least in some proportion.

Mr. Swartz brought a draft engineering proposal from Ruekert & Mielke, Inc to the meeting to answer the two aforementioned items. Mr. Swartz proposed that both parties equally share the cost of Phase I (Tasks 1 through 6) of the project.

Mr. Naze asked if the engineering proposal would also study the effect it would have on distribution mains in Whitefish Bay. In particular, he was concerned that the conveyance of water through the Whitefish Bay utility into Shorewood would increase the frequency of main breaks. Based on the following discussion, it appeared that little or no effort was planned to look into Mr. Naze's concern. However, it appeared that both Shorewood and the Commission thought there was value in studying this possible outcome.

Mr. Swartz emphasized that Shorewood is very interested in becoming a member of the Commission. In addition to investigating the engineering aspects of this potential move, they will begin a process of evaluating the worth of the treatment plant and a fair percentage ownership to reflect the capacity they require.

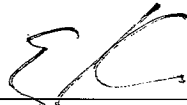
It was moved by Mr. Maslowski, seconded by Mr. West, and unanimously carried that the Commission authorize payment to the Village of Shorewood for an equal share in cost for Phase I of the proposal from Ruekert & Mielke, Inc. dated November 5, 2010 with the requirement that scope is added to the proposal which includes some study of the integrity of distribution mains in Whitefish Bay in an amount not to exceed \$10,000 for the Commission.

SPECIAL MEETING DATE

A special meeting has been set for Thursday, November 11, 2010 at 3:00 P.M. The special meeting will address item 14 of the agenda.

NEXT MEETING DATE AND ADJOURNMENT

The meeting adjourned at 9:12 A.M. The next scheduled regular meeting will be on Wednesday, December 1, 2010 at 7:30 A.M.



Eric Kiefer, Plant Manager & Recording Secretary