

**THE NORTH SHORE WATER COMMISSION  
MEETING OF October 6, 2010**

A meeting of the North Shore Water Commission was held at the Filtration Plant, 400 West Bender Road, Glendale, Wisconsin on Wednesday, October 6, 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; Dan Vliet, Labor Attorney

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

CLOSED SESSION

At 7:31 A.M., it was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried by roll call vote that the Commission meet in closed session pursuant to section 19.85(1)(c) Wisconsin Statutes to deliberate and discuss the terms of its labor agreement with the Local 1486 and to deliberate and discuss the compensation, benefits, and terms of employment regarding the Computer Administrator.

The Commission reconvened into regular session at 8:15 A.M.

MINUTES

It was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the minutes for the meeting held Wednesday, September 8, 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 September, 2010 be approved and authorization was given to the Fiscal Agent to make such payments:

Alexander Chemical (treatment chemical: fluoride)	16,502.40
American Water Works Association (membership renewal)	1,777.00
AT&T (Klode phone)	62.08

B&B Electronics (instrumentation supplies)	210.61
Batteries Plus (tractor battery)	67.50
Chicago Suburban Express (shipping)	51.71
Cintas (uniform and janitorial supplies)	403.89
Diversified Benefit Services (section 125 plan administration)	92.64
EMS (motors for sludge pumps)	1,110.00
Fuchs & Boyle (legal service)	107.25
Glendale Water Utility (environmental and storm charges for Bender)	400.50
Grainger (office supplies, hardware, first aid supplies, electrical supplies, & locks)	719.32
Graybar (wire and conduit)	181.35
Great America Leasing Company (office copier lease and set up fee)	156.50
Hach (lab supplies)	263.66
Home Depot (leveling compound for sodium hypochlorite containment area)	511.48
Hydrite (treatment chemical: aqua ammonia)	850.00
KA Steel (treatment chemical: sodium hypochlorite)	2,557.51
Kaul Oil Company (fuel for tractor)	213.29
Konecranes (overhead hoist inspection)	244.00
McMaster-Carr (electric supplies and hardware)	811.69
Rotroff Jeanson (monthly accounting service)	875.00
Starnet Technologies (keypads for VFDs to replace displays)	2,747.52
Strand Associates (engineering services)	585.23
Superior Chemical Company (cleaning supplies)	89.55
Time Warner Cable (internet service)	764.80
Underwriters Labs (water analysis)	153.00
UPS Store (shipping)	385.00
US Cellular (cell phones)	54.77
USA Bluebook (fluoride tank lid)	41.25
Village Ace Hardware (hose cap, soil, grass seed, and tractor fuse)	38.04
Village of Fox Point (fuel for truck)	58.32
Waste Management (waste disposal)	344.32
We Energies (Bender electric)	12,864.90
We Energies (Klode electric-estimate)	4,000.00
We Energies (Klode gas)	19.74
We Energies (Henry Clay electric)	3.82
We Energies (Green Tree electric)	46.42
Wisconsin State Lab of Hygiene (fluoride analysis)	40.00
	SUB-TOTAL
	\$50,406.06

Maintenance Reserve

Graybar (generator trip unit replacement)	3,230.24
	SUB-TOTAL
	\$3,230.24

TOTAL      \$53,636.30

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RESERVOIR LEVEL MONITORING PROJECT

It was moved by Mr. West, seconded by Mr. Maslowski, and unanimously carried that the Commission approve the payment of the invoice from McMaster-Carr for

materials to be used in the Reservoir Level Monitoring Project. Funding to come from each community based on current capital allocation percentages.

#### DISCUSSION OF SHOREWOOD'S REQUEST FOR WATER SUPPLY PROPOSAL

The Plant Manager and Commissioner Richard Maslowski provided a summary of a meeting that occurred between Village Manager Chris Swartz, Commissioner Richard Maslowski, and the Plant Manager on October 5, 2010. The meeting was informational in nature: Shorewood was interested in learning more about our previous correspondences and about their options for proceeding. The Commission will wait for further communications from Shorewood.

#### PRELIMINARY STUDY TO INVESTIGATE THE CONSOLIDATE OF WATER UTILITY SERVICES

It was the sense of the Commission that the Plant Manager should pursue a preliminary fact-gathering study to gain a better understanding of the advantages and disadvantages that would result from consolidating water utility functions. Such study is intended to be preliminary, and its completion is based on the time and availability of the Plant Manager.

#### PLANT MANAGER'S MONTHLY REPORT

1. Plant staff applied a leveling compound in the sodium hypochlorite containment area to smooth and level the surface the new bulk tanks will be sitting on. This surface has been treated with an epoxy paint to protect against chemical exposure. Plant staff anticipates placing the new tanks in the containment area this month.
2. A replacement trip unit has been purchased for one of the breakers in the Bender transfer switch. Arrangements are being made for an electrical engineer from AC Engineering to replace trip unit later this month.
3. Plant staff installed the new fluoride transfer pumps; Miller Electric is installing new circuits to these pumps and the new sodium hypochlorite transfer pumps.
4. Plant Manager presented research findings at the WWA Annual Conference. The oral presentation was well attended; the poster was awarded 2<sup>nd</sup> place. Operator Technician Andrew Cegielski and his team took first place in the Top Ops competition—they will be attending the national conference at the expense of AWWA to compete at the national level next year.
5. The North Shore Fire Department and the North Shore Water Commission conducted 3 days of confined space training in treatment basin #4. The training was very successful for both parties.
6. In an effort to maximize pump efficiencies and minimize electrical expenses, the plant will be experimenting with a new mode of operation starting this month. From approximately 8:00 A.M. to 2:00 P.M. during most weekdays, the plant will shut down its production equipment and run off of the

reservoirs. When running, the plant will be running at a more efficient velocity and, overall, more electricity will be consumed off-peak.

7. Sludge pump motors for pumps #1 and #2 in the lower basement shorted. New motors were purchased.
8. The Plant Manager has entered into the following agreements in accordance to the purchasing policy:
  - Office Copying Equipment LTD: \$0.0149 per copy/print (no minimum) for all supplies, repair parts, and labor for maintaining Sharp MXB401 office machine.
  - Great America Leasing: \$87.00/month for 60 month lease of Sharp MXB401 office machine.

NEXT MEETING DATE AND ADJOURNMENT

There was no further regular business and the meeting adjourned at 9:10 A.M. The next scheduled meeting will be on Wednesday, November 10, 2010.



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Eric Kiefer, Plant Manager & Recording Secretary