

Grand Isle Consolidated Water District

Minutes of Regular Meeting February 10, 2016

Present at meeting: Commissioners: Julia Small, Michael Inners, David Leslie-Borthwick, Chuck Besterman, Warren Steadman, Shannon Bundy, Nate Fredericks, Andy Phypers (user), Mike Shaw (user), Peter Johnson (user) and Warren Steadman.

Michael Inners opened the February 10th meeting at 7:10PM.

Additions to the Agenda

None.

Review of Meeting Minutes

David Borthwick-Leslie moved to approve minutes. Chuck Besterman seconded. Voice vote approved, Julia Small did not have a chance to look at them and she abstained.

It was noted the recorder was not started properly so there is no recording until about 7:40pm.

Questions from User's

- 1) Pete Johnson 108 Allen Rd. had high usage and his water lines were dug up (lines after the meter – they were not the responsibility of the District). His lines were leaking and a private contractor was hired and fixed the leak, twice. He spoke with Warren and would like situation looked into further. Paying for a debt service “on his property” but questioning if it is really on the hatchery property. Why is he paying for it?

Michael Inners clarified that there seems to be two issues, 1) high water usage to their home, 2) second hook-up and paying a second debt base.

Pete was asked if he still wants a second curb stop and hook up. He clarified that if the leak skewed the usage, he would like the bill reconsidered. Additionally, he wants the District to go out monthly to check on the meter. Pete asked if there was a grievance process to have high water usage designation removed. Michael said that we can check past history. Julia asked if we can check to see if there is still a leak. Chuck said quarter 4 was 47K, and previous quarters show high usage, annually 177 000. Michael asked why Pete has such high water usage, and Pete responded because of his animals. Michael asked for letter to be written requesting an investigation. Michael told Pete to look at the meter, and if it ticks over 1000 every other day, there is still a leak. Warren will show Pete where his second curb stop is.

- 2) Mike Shaw made a point that the third quarter readings included more than the 90 days. A long, rather contentious discussion ensued. Warren stated that Mike was correct that this past third quarter included more than 90 days. Last June because of the construction schedule, Warren decided to read the meters a week early. This made the third quarter 102 days long. Warren will determine if the additional days used to compute the Large User status actually made a difference or not.
- 1) Andy Phypers would like to join the Board and explained why he would like to be a Board member. He would like to be a voice for what the District offers its members for services. Michael confirmed there is

an open position for the remainder of the term that George Wilcox moving left open. Chuck Besterman made the motion to instate Andy Phypers as a Water Commissioner and David Borthwick-Leslie seconded. Five approved, none opposed, none abstained. Welcome our newest Board member!

Operator's Report

SOS's full report is attached to these minutes, discussion ensued on a few minor items.

- 1) Plant is still running manually. Has been put back into auto, but troubleshooting still needs to happen. The problems are in the old PLC, and is believed to be an electrical issue. Running on four filters now, and due to lower water consumption, that is okay for now.
- 2) Alarm system was upgraded and officially connected to an alarm monitoring company. If alarm is triggered the call goes to Joe Danis, Warren Steadman or Kevin, but can be triggered to state police, and/or fire department for a fee. Board agreed that the State Police does not seem like a viable back up - local Sheriff will be first called by an SOS member.
- 3) District water user who used the 116,000 gal (see last month's notes) has had no further contact with SOS. They have not pursued it any further.
- 4) Warren Steadman went over procedures if a boil water notice goes into effect. Warren also mentioned VT Alert system (Melissa Boutin point person for system). Warren says this system may not fit our needs and instead recommends that we get email address from users and we set up an email server where we can notify users. In the next billing cycle, put in the bill a request for email or cell number of users want to be notified of District information.
- 5) Michael Inners brought up that Neagle and Chase has fixed the rust spots and said Brad Washburn felt that they would continue to work with us if there was a problem next year. Warranty is up at end of June, beginning of August. Warren mentioned that it probably won't be until August when condensation happens for us to find out if the epoxy worked. Shannon asked if we should get it in writing that NC "is willing to work with us". Michael responded he didn't think so.

Engineer's Report

Green Mountain Engineering's full report is attached to these minutes. They were not represented at this meeting.

- 1) Michael Inners is going to ask Brad Washburn to study our capacity this summer and then make a proposal to the board in the fall about applying to modify our permit. They will need a full year's data, since the GAC has been online, but to start the process now.

Treasurer's Report

Old Business

- 1) Small Business Definition- rolled over until March meeting -Chuck and Michael want a copy of the definition sent via email so that all have ample time to review it. It is revision 6.
- 2) Newsletter for April bills. Chuck wants to talk with Janine - roll over until March.
- 3) Contractor's Quote for Finishing Work at Plant. Two quotes were received, Neagle and Chase and Design By Eye. Quotes were reviewed and clearly the DBE offers more services for the price. Board discussed wanting all three projects done, and Board said yes. Chuck Besterman motioned to approve the quote from DBE and Julia Small seconded. Four in favor, one absentia (Shannon Bundy), none opposed.

- 4) Capital Plan. Michael Inners wants to put in a historical perspective together with Chuck. Warren needs to/is working on making an asset list. Currently there is no capital list on record.

New Business

- 1) See VT Alert (above under Operator's Report).
- 2) Customer Complaint Policy- tabled until March meeting.
- 3) Chemical feed pump and telescoping ladder. Warren requested that we do a direct purchase and add it to the bond. Discussed the need for a back-up for the pump and the ladder to access the tanks. Chuck Besterman made a motion to approve, David Borthwick-Leslie seconded, five in favor, no opposed.

David Borthwick-Leslie made a motion to adjourn, Julia Small seconded and all approved.

Respectfully Submitted,

Janine Banks _____ Date: _____



SIMON OPERATION SERVICES, INC.

February 10, 2016

Mr. Michael Inners
Grand Isle Consolidated Water District
Grand Isle, Vermont 05458

Dear Mike,

Enclosed please find the following reports and activities for the water treatment facility for the month of January 2016.

1. Monthly Activities Report
2. Vermont Water System Operations Report

If you have any questions regarding this information please feel free to call me toll free at 1-888 SOS - 1885.

Sincerely,

Mark

Mark Simon

cc: Facility copy

143 S. Main Street, Waterbury, VT 05676 1-888-767-1885

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY ACTIVITIES REPORT
JANUARY 2016**

A: ACTIVITIES COMPLETED

1. Two water samples were taken for coliform testing. Both samples were absent. Monthly backwash data was taken and the monthly report was sent to the Watershed Management Division. The monthly water operations report was completed and sent to the Drinking water and Groundwater Protection Division.
2. The Disinfection Byproduct quarterly results were again very good. The TTHM's were 18.5 Micrograms/liter (MCL is 80 Micrograms/liter) and the HAA's were 12.8 Micrograms/liter. (MCL is

60 Micrograms/Liter) The TOC's out of the GAC filters also looked good, going from 1.7 milligrams/liter for the raw water to .88 milligrams/liter out of the GAC filters.

3. Two control issues have developed. The first was unanticipated. When the plant switches to Generator the running wet well pump shuts down on an overload fault. We believe that during the switch over the pump sees that millisecond of loss of power and tries to ramp down. When the power kicks in the pump controller sees it as an overload. DC Energy is investigating.
4. The second control issue is more serious. During a normal operating parameter where the Kinetico system was in the process of back washing a filter, the sixth filter was supposed to rinse up, but did not. The result is that in automatic, the Kinetico system is not backwashing the filters. Currently, the filters are being backwashed manually when the plant is shut down. DC Energy is troubleshooting this situation.
5. The rust spots on the GAC piping and the GAC filters have been repainted.
6. The media levels in the Kinetico filters were checked. The levels had not changed in the past year and no media was added.
7. Milton Cat completed the annual check of the Diesel Generator.
8. The meter installation at 3 Janine Lane was inspected.
9. The new owner of the property at 38 Donaldson Road called about frozen water lines. We located the curb stop for the owner and loaned him a curb stop wrench while he thawed his pipes in the event he had to shut his water off. The frozen pipes were under his home and he was advised to protect them from the cold.
10. The meter at 393 US Rt 2 was replaced after the old one failed to read.

B: ACTIVITIES IN PROGRESS

1. The new monitoring plan required by the State has been prepared and will be sent to the State after the Board Chair signs the paperwork.
2. DC Energy has updated the alarm system. Currently it is being operated so any alarms sent to the alarm company will result in notification of SOS personnel. Once we are sure that it is working correctly (Not sending out false alarms) the paper work to send the alarm to the State Police will be submitted along with a \$50 annual fee.
3. The customers who had the 116,000 gallons of water usage were contacted and a date to pull their meter and test it was set. However, a few days later we were informed that because they are concerned about the connection to their heating system, they did not want the water shut off for the two hours it would take to test the meter. We also explained again that meters did not read unless water went through them. We are waiting for them to get back to us.

C: ACTIVITIES PLANNED OR NEEDED

1. The base boards in the office and lab will be installed when a contractor is chosen.
2. Hach will be contacted to schedule their annual calibration and inspection of the Hach monitoring equipment.
3. The monitoring tap at Ladd Point will be installed in the spring after the frost is out of the ground.
4. One of the master meters will be replaced in the Spring.

D: LONG TERM ACTIVITIES NEEDED

1. The old Hyde Road distribution line needs to be checked and in places rerouted.
2. The older master meters need to be replaced to allow for more accurate water usage readings.

GREEN MOUNTAIN ENGINEERING, INC.

1438 South Brownell Road
P.O. Box 159
Williston, VT 05495
(802) 862-5590 (Fax) 862-7598

Draft: February 08, 2016

To: Board of Commissioners
Grand Isle Consolidated Water District

RE: Monthly Meeting Items – Engineer’s Report - GME Project No. 8-005

Dear Commissioners;

As an update for work completed since our last meeting, we provide the following:

DISINFECTION-BY-PRODUCT PROJECT

During the weeks of January 11th and 18th, Neagley and Chase and M&S Enterprises out of Grand Isle, sanded, primed (where needed) and repainted the GAC piping skid, vessels and vessel piping. This work was performed as warranty work to hopefully correct the rusting issues that were taking place. Inspection of the painting was made on January 26th by Rob Higgins from NC, Roger Bergeron from State of VT, Warren, Chuck, Joe and Brad during the final completion inspection and final job meeting for the Disinfection-By-Products, Water System Improvements Project. This was in addition to the final inspection walk-thru made by all parties, through the entire facility. The final pay request, change orders and miscellaneous paperwork was reviewed and executed during the sit down portion of the project meeting. The final paperwork was electronically filed with the State on January 27th and the final payment for the contract was authorized to be made.

Brad circulated an email on January 28th to the board and Warren, explaining the importance of the District to issue the final payment to NC and to prepare and submit the final pay reimbursement request to the State as soon as possible. As explained at the project meeting, some critical deadlines for the loan are approaching quickly and the State is concerned about the project meeting them. On February 8th, an email from the State requesting that the final reimbursement request be submitted for the DBP project, was received by GME and some of the board members. Please let GME know if any assistance is needed in preparing this reimbursement request.

Finally, there may be some monies remaining in the loan that *may* be used towards direct purchases of eligible equipment or appurtenances. The exact amount available for these purchases is not known until the final reimbursement request is submitted to the State. Brad has been working with Warren and Joe on a list of potential items and the proper procedure to follow for the purchases, if they are made.

GME is not planning to attend the Wednesday, February 10th monthly meeting, unless directed otherwise.

Sincerely,

GREEN MOUNTAIN ENGINEERING, INC.

Brad Washburn, P.E.
Project Engineer