

Grand Isle Consolidated Water District

Minutes of Regular Meeting December 14, 2016

Present at meeting: Commissioners: Michael Inners, Andy Phypers, Shannon Bundy and Janine Banks, SOS Operator Warren Steadman and member David Banks.

Michael Inners opened the December 14th meeting at 8:04PM. Held at the Ed Weed Fish Hatchery in Grand Isle, VT.

Additions to the Agenda

- 1) Grand Isle Artwork Gallery has allocation request.

Review of Meeting Minutes

- 1) Janine made a motion to accept the November meeting minutes and Andy seconded. Voice vote was 3 in favor, with Shannon abstaining.

Questions from User's

- 1) Ratification of Craig Bertrand, 11 Donaldson RD. connection agreement (it was approved by email). Andy made a motion to ratify the approval and Janine seconded. Voice vote unanimously approved.
- 2) Grand Isle Artworks is asking for a water allocation for 14 seats in the gallery café, an additional 420 gpd. Janine made a motion to approve the request and Andy seconded. Voice vote unanimously approved.

Operator's Report

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

- 1) SOS expressed concern about account # 2010 as it appears to be a vacant house. A letter was sent stating that we have not heard from them, that they are delinquent and that we need to get in to read the meter. The letter also stated that we are turning the water off to prevent any freezing of the water lines. We have also filed a lien on this property.
- 2) Janine asked about B2 in the Operator's report. The manufacturer is sending us a new light and Pratt & Smith are working on it.
- 3) Janine asked about C2 in the Operator's report, and if lowering the tank level would lower the pressure. Warren said it would a bit, but that no one should notice the reduction in their pressure.

Engineer's Report

Green Mountain Engineering's full report is attached to these minutes.

- 1) Discussion about the report items. Warren reviewed the O & M Manual, submitted his comments to GME and GME has given him the revised one to review.

Treasurer's Report

- 1) Janine reported income of \$568,399.37 and expenses of \$517,523.54 which leaves us ahead by \$50,875.83. It was noted that \$10,000 of the excess was budgeted but not spent on the Bell Hill tower and \$10,000 was also budgeted but not spent on a master meter replacement, both of which will need to be done in 2017.

Old Business

None.

New Business

- 1) When shall we begin collecting funds for the first GAC Bond payment due Jan. 1, 2018? Discussion ensued. We have \$5 less in quarterly charges this year from last year, so it would be a good time to raise it in full as it would only be an overall increase of \$11 per quarter. Then, since we don't foresee any major increases in the future, we won't have to raise rates again next year. However, an \$11 increase per quarter may seem substantial to some

members. After discussing several options, Janine made a motion to collect the full 2018 GAC payment due in 2018 in 2017. Andy seconded it. Three were in favor with Michael abstaining and the motion passed.

Shannon made a motion to adjourn at 8:23. Michael seconded the motion. Voice vote unanimously approved.

Respectfully Submitted,

Janine Banks _____ Date: _____



SIMON OPERATION SERVICES, INC.

December 14, 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 November, 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

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY ACTIVITIES REPORT
NOVEMBER 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. Jon Champlin of Champlin Associates worked on the Bell Hill Chlorine analyzer. The analyzer was not giving correct chlorine levels. He made some internal adjustments to the analyzer which is now reading correctly.
3. SOS personnel responded to a leak under a home on Star Road. The water was shut off while the owner repaired the leak with assistance.
4. The meter was replaced at 23 Pearl Bay Lane after the existing meter failed to read correctly.
5. An older mobile home was replaced with a new home at 5 Skiff Road. It required a new meter installation. The new installation was completed and inspected by SOS personnel.
6. The third telephone line (372-6610) that was being used for fax messages was disconnected as faxes are rarely sent or received. This will result in a savings of \$55 per month.
7. A Unipro Meter Communicator was purchased at the Fall Trade Show. This allows for accessing the usage history on the new Iperl meters that are being installed in new homes and are replacing older failed meters.

B: ACTIVITIES IN PROGRESS

1. The annual cycling of Main Line valves is under way. .
2. The outside light that is located above the garage doors on the new GAC building has failed to come on at night. Pratt & Smith were called and came to check out the light. They found that water had entered the light causing it to fail. They removed the light and the manufacturer is sending a replacement.
3. SOS personnel are assisting with budget preparation and with the Asset Management project.
4. SOS personnel are assisting with updating the O&M manual.

C: ACTIVITIES PLANNED OR NEEDED

1. EJ Prescott recommends that we wait until spring to replace master meters.
2. Bell Hill Tank levels will be lowered as the cold weather arrives. This is to prevent damage to the top of the tank if a layer of ice forms on the surface of the water.
4. Media levels in the Kinetico filters will be checked.

D: LONG TERM ACTIVITIES NEEDED

1. The old Hyde Road distribution line needs rerouting and in places replaced. It is recommended that GME be tasked with planning the project. A budget for the project should be developed to be included in next year's annual budget.
2. The outside of the Bell Hill Tank should be cleaned and the seams caulked next year.
3. The Board should consider developing a replacement plan for the individual water meters. Part of the plan is pulling and calibrating the existing meters.