

Grand Isle Consolidated Water District

Minutes of Regular Meeting September 9, 2015

Present at meeting: Commissioners: George Wilcox, Janine Banks, Julia Small, Shannon Bundy, David Borthwick-Leslie and Chuck Besterman (absent was Michael Inners). SOS Operators Warren Steadman and Joe Danis, SOS owner Mark Simon and Green Mountain Engineering owner Alan Huizenga. Members, Lynda Morgan and Kevin Gardiner (4036).

David Borthwick-Leslie opened the September 9th meeting at 7:00PM.

Addition to the Agenda

- 1) Taste issue called into Janine by Monica Bullis.

Review of Meeting Minutes

Chuck Besterman made a motion to accept the August 12th meeting minutes. Julia Small seconded. Voice vote was unanimous approval.

User's

- 1) Lynda Morgan and Kevin Gardiner (acc #4036, 283 UR Route 2) dispute that they have an apartment that should be charged its own base rate and debt service. Her son lives in it. Chuck Besterman made a motion to change their billing back to just one debt service and one base rate due to a family member living there. George Wilcox seconded it. Voice vote was unanimous in favor. Warren will send a letter stating that we are to be notified when her son moves out and the apartment is rented to someone other than a family member. The letter will include a summary of the history of this account as access to read the meter was not granted by the owners for several months this year and there were other communications with the owners regarding that issue.

Operator's Report

SOS's full report is attached to these minutes, discussion ensued on the following items:

1. Bundy residence has low pressure and SOS has been investigating. So far they have found no reason for it, but they did find the curb stop was submerged and had to be located, dug and reconfigured. The cause may be within the owners responsibility (related to the home).
2. Digging and replacing valves continues.
3. Meter readings will be started soon.
4. Flushing will be started soon.
5. Monica Bullis has a taste issue with their water. Warren will call her and make an appointment to go to her house and investigate the issue further.
6. The GAC is running fine.
7. Duane is working on the controls and doing a good job. Warren and Joe both have control of the plant from home and there are alarms that warn them of operational deviations.
8. Warren and Joe are still working as time permits to get the plant organized with the arrival of the new furniture.
9. David Borthwick-Leslie noted that negotiations are continuing with the town select board and state and Vermont Electric Coop regarding use of town land for solar/renewable energy pursuits.

Engineer's Report

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

1. Alan Huizenga noted that There is still no schedule for the lab equipment to be installed, although sometime in October is still the tentative plan.
2. The total construction package is about \$803,000. This includes all change orders, but does not include GME charges. He expects the full amount of the bond will be consumed but we will not run over.

Treasurer's Report

- 1) Warren will send a revised report as the one Melissa Boutin sent today was misleading and Warren will work on it.
- 2)

Executive Session

The board went into executive session at 8:05pm with all persons present (listed above) except Lynda Morgan and Kevin Gardiner who left after presenting their case. The session was to discuss personnel matters and it ended at 8:30pm.

Old Business

- 1) Janine Banks spoke with the Secretary of State's office and they determined GICWD does fall under the Vermont Meeting Laws.

New Business

- 1) The board would like Melissa Boutin and Janine Banks to start working at the water plant as soon as possible. Janine is to get the laptop from Melissa, set up their work station at the plant, begin getting the mail from the PO Box and bring it weekly to the plant so she and Warren can code it and have it ready for Melissa to come to the plant weekly and pay the bills and do her accounting. Janine will contact Melissa and get this going next week.
- 2) Shannon Bundy asked if there were job descriptions for the Clerk and the Accountant. Finding none, she will work with Warren to establish them.

The Additions to the Agenda

- 1) Taste issue – was discussed during the Operator's Report – see #5.

Janine Banks made a motion to adjourn at 8:42PM and it was seconded by Chuck Bestermanall. Voice vote approved unanimously.

Respectfully Submitted,

Janine Banks _____ Date: _____



SIMON OPERATION SERVICES, INC.

September 9, 2015

Mr. David Borthwick-Leslie, Chair
Grand Isle Consolidated Water District
Grand Isle, Vermont 05458

Dear David,

Enclosed please find the following reports and activities for the water treatment facility for the month of August 2015.

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

**MONTHLY ACTIVITIES REPORT
AUGUST 2015
GRAND ISLE CONSOLIDATED WATER DISTRICT**

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. Neagly and Chase personnel repaired two items that had developed with the new GAC system. A small leak on one of the filter manways was repaired by tightening the bolts that hold the manway hatch closed. One of the fittings on the back pressure regulators was cracked and the fitting was replaced.
3. A replacement pressure gauge was received from Tetrasolve and was installed.
4. Various meter repairs were made:
 - *A new wire was run from the meter to the touchpad @ 283 US Route 2
 - *A meter that had been installed backwards was installed correctly @ 9 Donaldson Road
 - *A meter was dropped off @ 115 East Shore So. for installation
 - *The touch pad was installed @ 571 West Shore Road in S. Hero
 - *A meter was dropped off at a new house on Janine's Lane
5. SOS personnel have been working to determine why there is a pressure/flow issue when water is used at 405 US Route 2. Various checks have been made so far. However, the water could not be turned off at the curb stop which required Santor to dig and repair the CS riser which was found to be buried. The service line was temporarily disconnected and flow and pressure at the curb stop was determined to be OK. At the same time, the curb stop for 407 US Route 2 was found and the riser replaced.
6. The new office furniture was delivered and assembled.

B: ACTIVITIES IN PROGRESS

1. The new meter that uses ultraviolet absorption to take measurements that mirror total organic compound levels is being used periodically to measure raw and finished water samples. The results are expected to mirror the TOC

readings that are taken monthly. Ray Soloman visited the plant with his equipment to check on the accuracy of GI's. The readings that are taken will be sent to Ray along with the TOC results for his analysis.

2. The chemical dosages are being monitored very closely at various points in the distribution system. Chlorine levels are remaining constant throughout the system.
3. Mainline valves where the bolts need to be replaced are being dug by Santor Construction. The two valves at the corner of Clipper Road and Champlain Blvd. have been repaired.
4. DC Energy expects to complete the control work in the next couple of weeks.
5. Organizing and cleaning of the treatment plant is occurring as time permits.

C: ACTIVITIES PLANNED OR NEEDED

1. The older master meters will be inspected and evaluated. They are located in meter vaults along the distribution lines.
2. Quarterly meter readings will take place mid-September.
3. Annual flushing of the distribution lines and cycling of mainline valves will begin in late September.
4. Aquastore will be contacted to discuss their recommendations for the Bell Hill Tank.

D: LONG TERM ACTIVITIES NEEDED

1. The old Hyde Road distribution line that feeds the old Grand Isle Store and the house next to it needs to be replaced or rerouted.
2. The master meters need to be upgraded to allow for more accurate water usage readings. One of the meters is being replaced as part of the GAC upgrade. It is recommended that replacing the other master meters begins during 2016.
3. The interior of the existing filter building needs to be painted.

GREEN MOUNTAIN ENGINEERING, INC.
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P.O. Box 159
Williston, VT 05495
(802) 862-5590 (Fax) 862-7598

September 8, 2015

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

Currently the project is scheduled to be finished in October 2015 with the Laboratory being the final outstanding item remaining on the DBP Improvements project. The Arbor-Vitae trees were planted on September 08, 2015. Neagley and Chase provided the last remaining change order for the project which was for the amount of \$2404.00 for the mechanical/gas/heating changes for the project. This brings the total CONSTRUCTION costs of the project (excluding direct purchases) to \$803,149.00. The original construction contract was \$777,000. Warren requested that a figure for budgeting purposes be calculated for re-payment starting in October 2017. This calculated figure assumes that the loan is issued for the entire bonding amount (TBD) of \$1,007,000.

This yearly re-payment amount is calculated as follows:

- Loan Terms: (20) Year Term @ 0% Interest
- $(\$1,007,000)/(20 \text{ Years}) = \$50,350.00 / \text{per year}$

Thank you and please feel free to contact me with any questions.

Sincerely,
GREEN MOUNTAIN ENGINEERING, INC.
Brad Washburn, P.E.
Project Engineer