

Grand Isle Consolidated Water District
Minutes of Regular Meeting January 8, 2020, 6:30pm

Board Members Present: Linda Morgan-Gardiner, Janine Banks, Michael Inners, Judy Reposa, Tim Olver, Court Perry, Ken Mirvis (via video call)

Board Members Not Present: None

SOS Members Present: Operators Warren Steadman and Joe Dannis.

Green Mountain Engineering: Not present

Community Members Present: None

Janine Banks Called meeting to order at 6:59 PM.

Additions to the Agenda

- None

Review of Meeting Minutes

- Judy motioned to accept the meeting minutes for the annual meeting. All in favor. Tim said there some suggested changes to the December Monthly minutes, from Warren, that didn't get updated. The minutes will be tabled and the draft updated for review, to be reviewed in February. Ken asked for more information regarding the Special March 2019 meeting minutes. Michael explained the details of the minutes. Michael motioned to vote, Tim seconded. Janine, Tim, and Court abstained. All others in favor.

Questions from User's

- Michael received a call regarding a debt service question - when it ends - on a property near Sandy Cove. Warren explained his process and some discussion ensued. Michael explained that he informed the caller about the details of the 2024 bond, etc.

Operator's Report

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

- Bulis Farm rate discussion. Warren explained his letter regarding the plans to increase rate based on increased usage in the recent quarters. Discussion ensued on the topic of drastic changes in variance of usage and impact on the entire system.
- Joe discussed the Piping Project that is now complete. There were a couple changes from the plans day-of effort, to save expenses. Have not yet received the bill for the project, from Neagly & Chace.
- Joe discussed the HMI Computer. The computer runs 24-7, running all the time, and controlling the entire system. An IT resource suggested to replace it. The hard drive has crashed previously and it's still on Windows 7 (7 will go unsupported in 2020). Suggestion is to get a computer with a dual hard drive, to avoid data loss. Estimate is around \$1,300 for a new computer. Court asked about where funds will come from. Warren suggested to take it from the budget, Michael seconded the idea. Janine suggested a motion to approve the purchase of a new computer. Courte motioned, Judy seconded. All were in favor.
- Joe mentioned P-FAS sampling, required by the state. Joe to start sampling TOCs every month. The estimated savings from this effort is \$1,900 a year. DBPs taken at A&B for a year, but can stop taking DBPs moving forward. The state now requires every year for SOS to review

the system's backwash process and get certified by a lab for PH & Chlorine testing.

- Last Spring it was found that the main power box had corrosion in it and needs to be replaced.
- The alarm failed for the Water Plant and Warren was called by security.
- Warren discussed Master Meter readings compared to regular meter readings. Discussion ensued on variances between the master and regular meters.

Engineer's Report

Green Mountain Engineering (GME) was not present was not present but Brad sent an email to Janine.

Treasurer's Report

- Melissa, Michael, and Warren met on Monday to changeover Account ownership from previous treasurer Shannon, to Michael. Went through payables and receivables. All accounts that are outstanding 90+ days have a lien, 6 accounts.
- Melissa emailed a profits and loss document. Michael discussed this compared to Warren's report.
- Michael detailed finances and money moved into the reserve fund.

Old Business

- Commissioner Stipend:
 1. Tim read notes from previous meetings, dating back to 2015, which did not provide a definition as to a determined stipend.
 2. Decision was
- GICWD.com vs. Town Website:
 1. Consensus made to purchase services to migrate onto GICWD.com. Tim to work with Michael and Melissa to purchase and setup the new site.

New Business

1. Review of Special March 2019 Minutes:
 - a. Addressed in review at the top of the meeting.
2. Michael mentioned need to determined rates (water and base) and debt service. A decision was made to add to the February agenda.

Michael made a motion to adjourn the meeting at 7:23 PM and Janine seconded it. All were in favor.

Tim Olver _____ Date: 01/08/2019 _____ *GICWD Clerk*



SIMON OPERATION SERVICES, INC.

January 8, 2020

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

Dear Michael,

Enclosed please find the following reports and activities for the water treatment facility for the month of December 2019.

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,

Joe Danis
Warren Steadman

cc: Facility copy

143 S. Main Street, Waterbury, VT 05676 1-888-767-18

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY ACTIVITIES REPORT
DECEMBER 2019**

A: ACTIVITIES COMPLETED

1. Two samples were taken for coliform testing. Both samples were absent. Monthly backwash data was taken and the monthly report sent to the Watershed Management Division. The monthly Water Operations report was sent to the Drinking Water and Groundwater Protection Division.
2. Neagly & Chase completed the "Piping Project" in the water plant. Getting the old piping out was more difficult than anticipated and required cutting of bolts and pipe to remove the rusted piping. Also there was some extra piping that had to be added to the project as the double backflow preventer was longer than planned.
3. An unexplained "glitch" occurred in the operation of the Kinetico section of the plant. SOS received a Kinetico low flow alarm. We found the raw water pump

was in its reduced flow mode, two of the filters were in standby and one filter was backwashing. The system was reset and then watched while it returned to normal operating.

4. The valve on the chlorine feed pump was replaced after it began leaking.
5. Quarterly meter reading was completed during the week of December 16-19.
6. SOS Personnel stood by while VEC replaced a pole near GICWD distribution lines near Westside Village.
7. Curbstop risers were repaired at 5 Adams School Road and 11 Donaldson Road.
8. The touch pad was reconnected at 114 Pearl Street.
9. Water was turned on at 1 Robinson Point for a new home.

B: ACTIVITIES IN PROGRESS

1. The first TOC samples are being taken every other month now that the carbon had been changed in GAC filter #2.
2. DC Energy is scheduling the repair work on the main power switch box. This is to take care of the corrosion that was found in the box earlier this year.
3. Rusted bolts in the piping in the filter building are being replaced.

C: ACTIVITIES PLANNED OR NEEDED

1. Media level in the Kinetico filters will be checked and media added where necessary.
2. Both storage tanks are due to be inspected during 2020.
3. Both Dewyea and Cormier have warned us that we should consider replacing the HMI Computer. DC Energy recommends updating as the current HMI program uses Windows 7 which will no longer be supported by Microsoft after this year. Dewyea recommends replacing the computer as it is five years old and the failure rate of the hard drives increases after five years. He is recommending that we purchase a computer with dual hard drives.

D: BILLINGS AND COLLECTIONS

1. Accounts receivable as of December was \$29,353.
2. One lien was released in December.
3. 693 invoices were mailed out December 31.
- 4 One check was returned for insufficient funds.