

**Grand Isle Consolidated Water District
Minutes of Regular Meeting March 13, 2019, 6:30pm**

Board Members Present: Michael Inners, Janine Banks, Shannon Bundy, Lynda Morgan-Gardiner and Judi Reposa.
Board Members Not Present: Andy Phypers and Court Perry were excused.
SOS Members Present: Operators Warren Steadman and Joe Danis.
Green Mountain Engineering: Not present
Community Members Present: David Banks, Dan Clark and Serah Clark.

Additions to the Agenda

- 1) Old business: Salary increases.

Review of Meeting Minutes

Shannon motioned to approve the February 13, 2019 regular meeting minutes and Judi seconded the motion. All Commissioners were in favor so the motion passed.

Questions from User's

None

Operator's Report

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

- 1) Warren checked on the smoke alarm over the fire panel requirement. The inspection we had was done for/by the state. The inspection company will come in and install the smoke detector.
- 2) Final generator cost. It was here for 4 weeks, charged us for 3 (monthly rate) \$4800. Repair cost of ours is still unknown. Some parts had to be fabricated as it is so old. Joe is looking into cost of a new one.
- 3) New BPP sampling plan submitted to state and approved. Also Joe is working on Lead and copper sampling plan and he has submitted it to the state for approval.
- 4) Brad and Warren discussed replacing the carbon and they agree we should use Calgon. One filter is \$22,500 or it is \$38,000 for both filters. Warren presented TOC test results from the filters. Discussion ensued about the logistics of this large undertaking. Consensus was to think about the options as we have time.
- 5) Shannon asked about #4 on the SOS report, the freezing of the shallow water pump. Warren confirms it is resolved and it should not happen again.

Engineer's Report

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

On Mar 13, 2019, at 8:28 AM, Alan Huizenga wrote:

Good Morning everyone and Happy Spring-

This past month, GME submitted the Permit to Construct application for the filter room piping modifications and it is currently under review.

In addition, we conducted a review of the cell tower plans and sent our comments to Jennille Smith. A copy of the review letter is attached for your information. AT&T has agreed to reimburse GICWD for GMEs time for this review.

GME does not intend to be present at tonight's meeting.

Feel free to contact Brad or myself if you have any questions.

Sincerely,

Alan

Alan Huizenga, P.E.

President

Green Mountain Engineering, Inc.

Treasurer's Report

- 1) Shannon working to move money into an interest paying account(s). Current money market at TD bank is 1.75% annually. She has others to call to get rates and will email us with the info.
- 2) Motion by Michael to authorize People's United Bank to continue to hold a portion of our funds, amount to be determined by treasurer. Janine seconded it. All were in favor.
- 3) Shannon, Warren and Melissa will meet to go over P&L next week.
- 4) Looking at annual budget, Melissa thinks it should be balanced (we have a \$226 surplus). Shannon suggests we apply it to Supplies in the annual budget making the line item \$2726.44. Shannon motioned it, Judi seconded it. All were in favor.

Old Business

- 1) AT&T Lovers Lane Cell Tower Proposal.

Members were present to discuss the proposal. Mr. Clark did not receive our letter of notification, but did get one from AT&T very recently and he expressed his frustration with not hearing about it from us. We did deliver letters to the affected residents and it has been in our agenda on FPF and posted around town monthly. It was suggested they should have been mailed.

Emergency services wants us to pave the way for their equipment be added to the AT&T tower. Warren noted they need to remove their old equipment on the Bell Hill tank. Michael will work on this.

- 2) Shannon brought up Melissa's salary increase (last one was Dec. 2017). Shannon mentioned we should consider raising Janine's rate as well. After some discussion it was decided that Shannon and Michael will do evaluations for Janine & Melissa and suggest pay increases as appropriate.

New Business

- 1) **Executive session** was held at 8:03pm to discuss the SOS Draft contract. Ended at 8:28. Agreed on counterproposal for contract and we will investigate the cost of the required testing and get a quote from Endyne. Should have a ready to execute contract at next meeting.

Shannon made a motion to adjourn the meeting at 8:29 PM and Judi seconded it. All were in favor.

Janine Banks _____ Date: _____

GICWD Clerk



SIMON OPERATION SERVICES, INC.

March 13, 2019
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 February, 2019.

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

If you have any questions regarding this information please feel free to call us toll free at 1-888 767 -

1885.

Sincerely,

Joe Danis
Warren Steadman

cc: Facility copy

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

GRAND ISLE CONSOLIDATED WATER DISTRICT MONTHLY ACTIVITIES REPORT FEBRUARY 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 Water and Groundwater Protection Division
2. The new turbidimeters have been installed and the changes to the HMI have been made. The O&M Manual has been updated to include the new turbidimeters.
3. The standby generator has been repaired, tested and is back in service. Milton Cat picked up the rental unit.
4. While trying to complete the weekly test run of the shallow well pump it was determined that the pipe above the pump was most likely frozen preventing the water flow. The shallow well had been drained while the Hatchery cleaned the well and repaired a valve. Due to the cold air that entered the space above the pump which is normally under water, the water that was in this section of pipe froze. When the Hatchery refilled the well, the ice in the section of pipe above the water level remained frozen. The line was thawed by running a small tube down the sleeve surrounding the pump pipe and blowing warm air down the sleeve. The ice melted after a couple of days. The shallow pump is now in operation. We have discussed the situation with the hatchery and if they have to drain one of the wells during cold weather they will block the vents to prevent the cold air from entering the well.
5. The new Lead & Copper and DBP sampling plans have been completed and sent to the State for approval.

B. ACTIVITIES IN PROGRESS

1. SOS personnel are monitoring the location on Allen Road that was reported as a possible leak. The water appears to be coming from a low area in the field that is collecting snow melt. The water then slowly runs across the road during warm weather.
2. The cost of replacing the carbon in one or both of the GAC filters is being investigated.

C. ACTIVITIES PLANNED OR NEEDED.

1. The stainless steel gas line will be replaced with black iron gas pipe when the weather warms later this spring.
2. The corroded electrical fitting in the main electrical switch panel will be taken care of later this spring.
3. A fire alarm violation was noted when Fire Pro-Tec conducted the annual fire alarm system inspection. The violation notice states that there is no smoke detector over the Fire Alarm Control Panel. In the event of an electrical fire in or near the Control Panel, damage could occur before the system is able to set off the alarms.
4. The annual maintenance and service contract with Hach has been scheduled for the last week in March.
5. Neagly & Chase will be contacted to schedule the installation of the master meters.
6. Neagly & Chase will be contacted to provide us with an estimate on the replacement of the plant piping once the State permit is approved.

D. BILLINGS AND COLLECTIONS

1. Accounts receivable as of March 6 is \$18,384.46.
2. In February one lien was placed on a property for non-payment.
3. 50 disconnect notices were sent out February 21, 9 24 hour disconnects were posted March 4. Payment arrangements were made and no shutoffs occurred.
4. One check came back for non-sufficient funds.