

**NORTHWEST OTTAWA WATER SYSTEM**  
**Administrative Committee Minutes**  
May 15, 2019

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Derek Gajdos, at 9:40 a.m., Wednesday, May 15, 2019 at the City Hall Council Chambers. On roll call, the following members were

present: Craig Bessinger (City of Ferrysburg), Bill Cargo (Grand Haven Township), Pat Staskiewicz (Ottawa County), Gordon Gallagher (Spring Lake Township), Marv Hinga (Village of Spring Lake) and Derek Gajdos (City of Grand Haven).

absent:

also present: Joe VanderStel (City of Grand Haven), Eric Law (City of Grand Haven) and Jim Bonamy (City of Grand Haven).

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A motion by Hinga, support by Gallagher to accept the minutes for February 20, 2019. The motion was unanimously approved by voice vote.

Before the manager's report VanderStel provided a handout to the committee regarding Eric Law's recognition for the water plants conversion to LED lighting and receiving rebates from the energy smart program. VanderStel provided the manager's report in review of the February, March and April 2019 monthly operation reports. Pumpages overall were reported as being about 2 percent higher than last year at this time. The operating expense at this point in the fiscal year (83% completed) shows that revenue is at 77% and expenses are at 73%. NOWS members received the graphs and trends representing power and chemical usage through April 2019. City finance has provided a comparative balance report with 2018. Conversation centered on the seasonal events that affected our source water and that Lake Michigan's water chemistry is changing. Those changes will challenge the coagulation process in the plant and EGLE has been steering our filtration process towards another coagulant. We anticipate a change in this process probably in the next 5 to 10 years. Although this will depend on how quickly the chemistry continues to change, specifically water pH. This will require a more in depth engineering study to properly coagulate our lake water prior to filtration.

All of the communities remain in compliance with the DBP's. The TOC graph has also been included and concentrations are still increasing based on five years of data. Master meters remain within specifications. Harbor Dredging is on hold due to the increased lake levels. The USCOE will determine if it's feasible to start this fall or wait until spring. Lead and copper sampling will start soon, Gajdos and VanderStel will be contacting everyone for sample numbers and P&N's lab preparation. More to come on this of course. PFAS testing has been a huge topic of interest and the governor is on a fast track to solidify a contaminate level. A new program has already started for surface water plants to test for 6 months for PFAS and cyanotoxins. Currently we are waiting on the first months results, these will be shared to everyone through the City of Grand Haven's website. The West Michigan Cooperative Chemical Purchasing Communities have established a new vendor for liquid sodium hypochlorite (disinfectant) for water treatment. There will be a slight savings and Alexander Chemical will be providing the services.

Some other noteworthy information to share with the committee. The water plant will be reestablishing the Source Water Intake Protection Plan (SWIPP) with support from the Michigan Rural Water Association and the USDA Farm Service Agency. The cost will be covered by the MRWA and some in-house service provided by staff. This will start in the fall or winter. UCMR4 sampling starts next month

at the plant for cyanotoxins or microcystins, we don't anticipate the lab will find any of these harmful algal bloom toxins, but we are required to provide the analysis.

**Item 1 Water Rate Discussion** – By VanderStel & Bonamy

This item was brought back to the committee as instructed due to the conclusion of the Grand Haven Charter Township billing adjustment. The recommendation was provided to the committee, although a few NOWS members were supportive of increasing the replacement fund due to the amount of capital improvements being scheduled for the next few years. A motion by Cargo, support by Hinga, to approve an increase in the operations rate fund of three (3) cents and retain the current rate structure for debt and the replacement fund. Committee would like an outline of projects, if possible, with estimated costs over next five years. In summary of the water rate, the breakdown will be Operations \$0.62, Debt \$0.23 and Replacement \$0.03 for a total wholesale rate of \$0.88 per 1000 gallons. On roll call vote, Ayes: Bessinger, Cargo, Gallagher, Hinga, Gajdos and Staskiewicz. Nays: none. The motion was approved.

**Item 2 2018 Grand Haven Charter Township Billing Adjustment** – By Staskiewicz

NOWS thanked Staskiewicz for compiling the pumpage numbers for the adjustment. The committee again reviewed the reason for the adjustment, which included meter inaccuracies, settings, multipliers and SCADA interpretations. The consensus was not to have this happen again and to do a thorough assessment of meter performance every 6 months. A motion by Gajdos, support by Cargo, to approve the over billed adjustment and total reimbursement to Grand Haven Charter Township for \$32,581.44 in accordance to Ottawa County's billing correction sheet. On roll call vote, Ayes: Bessinger, Cargo, Gallagher, Hinga, Gajdos and Staskiewicz. Nays: none. The motion was approved.

**Item 3 Other Business**

VanderStel and Bonamy included some late information with regards to the amended FY2018-2019 budget that needed to be reviewed. Gajdos requested that NOWS needs to approve it or make changes. There was some question to some totals in the documentation. Bonamy will address the numbers before it goes to council. A motion by Cargo, support by Hinga, to approve the amended 2018-2019 fiscal year budget. On roll call vote, Ayes: Bessinger, Cargo, Gallagher, Hinga, Gajdos and Staskiewicz. Nays: none. The motion was approved.

**Adjournment**

The meeting adjourned at 10:50 a.m. - Submitted by Joe VanderStel