NORTHWEST OTTAWA WATER SYSTEM
Administrative Committee Minutes
May 20, 2020

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Derek Gajdos at 10:03 a.m. Wednesday, May 20, 2020 at the City of Grand Haven City Hall Council Chambers. On roll call, the following members were:

Present: Craig Bessinger (City of Ferrysburg), Pat Staskiewicz (Ottawa County), Gordon Gallagher (Spring Lake Township), Derek Gajdos (City of Grand Haven), Bill Cargo (Grand Haven Township) & Christine Burns (Village of Spring Lake)

Absent:

Also present: Joe VanderStel (City of Grand Haven), Eric Law (City of Grand Haven), Amy Bessinger (City of Grand Haven)

A motion by Burns, supported by Gallagher to accept minutes from the February 19, 2020. The motion was unanimously approved by voice vote.

Pumpage Report – By Law
Law provided the manager’s report starting with the review of February, March & April, 2020 pumpage. YTD system wide pumpage comparable numbers to last year was reported to be down (-4.4%).

Comments:
Gallagher raised concerns over the differential in the raw water vs the finished water metering. That we continue to see higher volume metered pulled in than we are metering out to distribution. Law explained there are a number of factors that contribute to these metering differentials. The first of which and the least impactful is the timing of the physical read. The second and more substantial influence is size. Larger meters flowing at lower rates become more inaccurate and the plant during the winter, spring and fall average very low flow rates, pushing most production into these higher margins of error. Other considerations discussed for deviation in metering would be differences between vendor technologies, age and optimum location placement of meters can all contribute to a deviation between two meters. Law committed to continue to compare data and look for potential solutions from contract sources. Derek has stated a commitment to investigating using future water distribution project funds towards a possible relocation of finished water meter #2, which is geographically restricted and requires more accurate insertion mag meter design.

Water Quality Report: – By Law
Law described seasonal raw water quality as being stable and consistent with historical benchmarks. Disinfection Byproduct Results returned for all communities and all communities remain regulatory compliant. Monthly TOC results remain elevated which is historically consistent again with the diurnal seasonal patterns associated with heavier seasonal tributary runoff. – No Comments
Financial Report – By Law
Fiscal year reporting is at 83% with Revenue at 71% and Expenditures at 76%. New chemical contracts were discussed and the committee was reminded that chemical purchasing is done through the cooperative every three years. It was noteworthy to highlight the 35.3% increase on the new cost of Fluoride. Alum averaged out to be 3.9% and chlorine will remain at current pricing until this time next year. – No Comments

Project report:
Source Water Intake Protection Plan (SWIPPP) – By Law & VanderStel: Design contractor Paul Seegert is working with Grand Rapids Water and Fishbeck engineers and is attempting to marry the efforts from the GR project with our SWIPPP as much of the watershed area is common between the two systems. Anticipation of cost should be expected but unknown at this time. – No Comments

Intake Scanning – By Joe VanderStel: Discussion have continued with Prein & Newhoff for the multi beam sonar scanning on the intakes and the river crossing. It is becoming clearer that P&N should be involved. They are the design engineer and will ultimately be doing the data analysis to design spec. Estimated completion Summer 2020. – No Comments


Low Service Pump #3 – Eric Law: The project was completed on time and under budget. Motor rebuilt by Wylie Electric, Pump refurbished by Kennedy Industries and the Pump Can inspected and reported by Dixon Engineering. Total cost $57,342.00 – No Comments

Shoreline Well Abandonment: - Joe VanderStel: The Corp of Engineers was to start their dredging project and place the spoils nourishing the beach south of the south pier soon. This will provide the material necessary for excavating contractor De wind to set up heavy equipment on the beach and begin locating and removal of up to 5 of the 1930’s abandoned wells. Estimated removal of one well per week by De Wind. - No Comments

Item 1: Wholesale Rate Increase Proposal – By Joe VanderStel
VanderStel expressed concern that the cash position for the water plant funding is being impacted negatively by lower than projected pumpage and rising inflationary costs. Joe proceeded to highlight supporting documents to support the concern.

Comments:
Gallagher expressed concern over the up and down cycles of production and possibilities of over correcting. VanderStel acknowledged this concern and highlighted the difficulty of predictive pumpage numbers well in advance of the actual year and not being able to predict weather patterns that far in advance. Pumpage predictions are due the November prior to the start of the new fiscal year on July 1st.

A motion by Cargo to accept the increase of the total wholesale rate from $0.88 to $1.01 supported by Gallagher. Therefore the breakdown for each of the three charges are as follows, Operations - $0.64, Debt Service - $0.31 and the Replacement Fund - $0.06. The motion was unanimously approved by voice vote.
Other:

Staskiewicz suggested in regards to visibility of the debt funds that more documentation be given in the future to draw attention to the individual debt funds whereas in the past it has been the overall combined that was in focus. This separation should then allow for better visibility to seeing issues independently and reacting accordingly.

Adjournment
10:37 a.m. – Submitted by Eric Law