A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Derek Gajdos at 9:20 a.m. Wednesday, August 19, 2020 Via Zoom Meeting Format in observance of Covid 19 stay at home orders. On roilcall, 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), Pat McGinnis (City of Grand Haven)

A motion by Gallagher, supported by Burns to accept minutes from the May 20, 2020 committee meeting. The motion was unanimously approved by voice vote.

Pumpage Report — By Law

Law provided the manager’s report starting with reporting pumpage for May, June and July 2019/21 as well as end of fiscal year 2019/21 pumpage totals that ended +3.5% over projection. Law provided seasonal comparative metrics in an attempt to quantify the impact of the voluntary odd/even irrigation scheduling request. The 3 month comparison to LY pumpage per individual community appears to indicate an increased level of compliance by the COGH comparatively. Contributing factors for consideration when looking at this metric could be differences in public space area requiring municipal irrigation, size of industrial and commercial usage being impacted by Covid 19 and community population growth patterns.

Comments:

Law highlighted operational struggles with 4 thermal inversion events occurring at the Intakes during the peak pumpage season and discussed the operational challenges associated with super cold water combined with high summertime demands. Inversions resulted in temperatures changing from upper 60°F to 48°F within 48 hours. Law discussed how density increases in colder water slow the ability of the water to slip through the media above the buried intakes. The result is a slowing of the recharge rate of the four low service pump ultimately dictating the pumpage rate regardless of design capacity or system demand. Law directed Operations to increase the intake backwash maintenance frequency to daily during these events and moved planned maintenance from Monday/Thursday to Sunday/Thursday allowing for better setup of system prior to the historically large pumpage day of Monday.

Staskiewicz offered to review the past studies with Law on the history of the study done on the Intakes the last time the Plant went through an inspection. Law will set a date with Staskiewicz.
**Water Quality Report:** - By Law

Law described seasonal raw water quality as improving and as anticipated. All reporting metrics are consistent with historical benchmarks. Disinfection Byproduct Results returned for all communities and all communities remain regulatory compliant. Monthly TOC results did drop off and this was anticipated and is consistent again with the diurnal seasonal patterns associated with heavier seasonal tributary runoff. Yearly chemical and physical parameters provided within packet to the committee for informational purposes.

**Comments:**

Staskiewicz shared a concern with the upward trending of TOC’s. VanderStel responded that there is no one factor that is understood that is contributing to the trend line and hypothesized that there is a cyclical pattern that could be associated to how the watershed is flowing. *After Note: Lake Michigan Lake levels rise and fall dependent on the watershed contributions and the theory is that with higher watershed contribution, there will be the probability of an increase in organics being driven into the Lake. The 5 year trend graph could be too short a timeline for this theory to show on a trend line. When compared against the full eight years of data the trending line flattens out significantly and this flattening supports the theory.*

**Financial Report** – By Law

Fiscal year 2019/2020 ended on June 30th with yearend revenue at 103.7% and yearend expenditures at 88.6%. – *No Comments*

**Project report:**

*Source Water Intake Protection Plan (SWIPP)* – Law & VanderStel: Progress is stalled as we wait for the GR SWIPP to be completed. Much of the watershed is shared and much of GR’s design and data can be utilized by NOWS. Anticipation of cost sharing should be expected but unknown at this time. – *No Comments*

**Intake Scanning & Drag Evaluation** – VanderStel: Prein and Newhoffs Peter Brink has delayed the intake sonar scanning due to an unanticipated hold over of the contractor on a dam project in southern Michigan. There is a potential the project may be postponed until spring. The Evaluation of the Intake dragging operation is scheduled for September of this year. – *No Comments*

**Master Meter Calibration** – Law: Oubier Instrumentation has been contacted for Bi-Annual verification. Oubier will confirm if there is field adjustment capacity on these meters to address the deviance issues between finished and raw metering. – *No Comments*

**Reliability Study** - Gajdos: An initial meeting was held for the engineers to evaluate the current morning peak hourly demand during a time the system was in a thermal inversion. The kick-off meeting is scheduled to take place Aug, 20th (tomorrow). *No Comments*

**Low Service security gate** – Law: Management is looking to increase security at the Low Service Pumping Station by gating the access to both sides of the open pull through. Law is collecting bid numbers currently.

**Low Service Pipe Painting** – Law: Fishbeck will be utilized to write the spec sheet for proposal and by the owners agent to complete this project. Pipe coatings are considered an important asset as they are the first line of defense against corrosion of the pipe infrastructure. Spec. prep and timing of application will all be factors for consideration.
**Item 1:** Agreement to use replacement funds to pay for professional NETA services to disassemble, clean and reassemble the three Low Service Pump VFD’s and electrical panels. Estimated Cost $5,000.00

Unanticipated/unplanned expenditures can either be funded by the replacement fund or expensed to a budget line item that Finance can and will amend the annual budget. In this specific instance the department chooses to do the later.

Consensus with committee members was reached that ultimately these decisions are at the discretion of the City/Department.

**Other:**

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