

**Village District of Eidelweiss
Water Advisory Board
Minutes of 6/14/2010 Meeting**

The Water Advisory Board met June 14, 2010 in the District Office. In attendance were Board Members Mike Smith, Ralph Lutjen, CP Smith and Peter Craugh. Attending by phone was Board Member Jay Buckley. The meeting was taped by Tim Hughes.

At 5:00 pm Chairman Mike Smith called the meeting to order. Mike announces that member Jay Buckley will join the meeting by phone.

Agenda

Ralph Lutjen makes a motion to accept the agenda as distributed, Peter Craugh seconds the motion and the motion passed.

Minutes

The minutes of 5/17/10 were reviewed. Mike Smith corrects a typographical error on page 3. **Ralph Lutjen makes a motion to accept the minutes as amended, CP Smith seconds the motion and the motion passed.**

Old Business

Discussion on the SCADA installation. Peter Craugh states that he would like to see a mid week check of all the pump houses going forward. This will be considered by the Commissioners. Mike Smith delivers an update on the Jungfrau to Reinach Forced Main Water Project. The contract is currently on hold as the District is having an issue with Glen Builders on the Salt Shed site. The plan will be to proceed in the fall with this line replacement. Some minor upgrades are being done to the pump houses, and a vault is being built for the DPW yard pump house. Peter Craugh updates that ICS has most of the units for the SCADA installed. An additional analog input is needed for Muddy Beach. The programmer is looking into capturing pump run data for the system. This will be done if it can be included in the software. Mike Smith updates that the engineering for the Muddy Beach and Jungfrau pump house upgrades will be done once the SCADA install is complete. The approval for the Reinach Tank has been received, Paul Fluet, engineer, will write the specifications to comply with State and Federal Funding requirements. If other means of funding are used, that wording could be relaxed a bit. The meeting held by the Board of Commissioners on June 4 at the Lodge went well. Mike reports that the Commissioners will schedule a second open forum style meeting for Sept 4, 2010. This is a Saturday night and the meeting will be at 7pm. Discussion turns back to the SCADA system. Peter Craugh questions how the alarm protocol will work. He also questions the levels to be set at the tanks. Mike Smith advises that this will be discussed at the meeting with Dominic Carrelli tomorrow morning. CP Smith questions who reads the numbers now and is informed Larry Chase and Peter Craugh. Peter Craugh adds that David Rowe, beach cleaner, has

also been trained and filled in for the meter readers. Mike Smith states he would like the alarms to first come to the office, then go to Scott Hayes, water operator. Peter Craugh suggests someone in the Village also be notified as some alarms may not be emergencies and others may not be able to be fixed; i.e. power outage. This has been discussed with Scott Hayes and he will be involved in the establishment of the dial order for alarm call outs. Peter then questions what creates an alarm. CP Smith mentions that the alarm establishments should be part of the computer program. CP adds that he agrees the calls should go from the office/answering service to Scott. Jay Buckley suggests checking the alarm levels and protocols for other systems to find an established routine that works. This could be used as a guide in establishing the District system. Mike Smith adds that currently the calls go to Scott or Ian Hayes when there is an emergency of any kind reported. Peter Craugh adds that he often has discussions with Scott to assist in determining response when a situation is reported. Mike Smith adds that once the SCADA system is up and working, confidence in the data and alarm signaling will be much higher. He asks for recommendations. CP Smith recommends it remain office/answering service to Scott. Scott will now have the computer to check on the system. Ralph Lutjen suggests that after hours, or on weekends, it may go direct to Scott without coming to the office first. Mike Smith advises that he likes the idea of a paper trail outlining alarms; this record gets faxed to the office from the answering service. Ralph questions if that information would not exist in the computer. Taking the answering service out of the equation may be beneficial. Peter Craugh adds that failures do not seem to occur during the day, they occur between midnight and 4am. Ralph Lutjen states that is why it should go direct to Scott and Scott shall determine the response. **Jay Buckley makes a motion to recommend to the Board of Commissioners that alarms go direct to Scott Hayes, CP Smith seconds the motion and the motion passed.**

New Business

Mike Smith informs the Board that last month the District recorded its highest water usage ever. Peter Craugh adds that there was over 100,000 gallons per day pumped over Memorial Day weekend. Mike Smith states that the District was full of people over the Holiday weekend. Peter Craugh states that the leak at Jungfrau may also be contributing to the high readings. Mike Smith advises repair of that leak was going to be handled in conjunction with the Jungfrau to Reinach project; but as that project is now on hold until the fall it will be repaired now. CP Smith reviews the usage numbers and points out that May 2009 to May 2010 is a 900,000 gallon difference. Peter Craugh points out that the 4th of July weekend is coming quickly. Ralph Lutjen questions if the repair is going to wait and Mike Smith informs that Scott Hayes is being told to fix it now. Mike Smith then informs the Board that he would like each member to revisit the Master Plan for future projects. Look over the plan and develop a priority list. Peter Craugh states he believes a priority list was already completed. Ralph Lutjen adds that he had it, but does not believe he still does. The list had been built on a project basis, not just a priority basis. Peter will check his files. Copies will be sent to the Board.

Mike Smith outlines that he would like to determine the project that should go to the end

of the five year plan. This will be discussed at the next meeting. Ralph Lutjen states that he would like to discuss funding. He likes long term financing on projects so that new hook ups also pay towards the bonds. Long term financing will also help minimize the impact to the water usage fee in any one year. The State funding option is flexible and has advantages the District could use. He thinks a discussion with the DES representative for the District, Rick Skarinka, on funding may be of assistance. At the last conversation, Rick Skarinka suggested going for a large loan amount. Mike Smith cautions reliance on State funding as two years ago the District was seventh on the list and would most likely have received an offer for funding. Then the stimulus package came out and the District moved to 300+ on the list. Last year, the District would have qualified for funding but the project was not approved by the voters. Mike adds that more work is being done applying for grants; such as the grant for as built drawings that is being sought. The list of projects to be reviewed for addition to the five year plan will be looked at next meeting. Rick Skarinka will be contacted for funding the Reinach Tank project. CP Smith questions if Rick could be invited to attend a meeting and Mike Smith informs him that the previously scheduled meeting was canceled. The State has said they would reschedule. They plan to attend a Board of Commissioners meeting; the Water Advisory Board will be notified and welcome to attend. Ralph Lutjen states that the review of the next logical project should be done prior to meeting with the State. Mike Smith adds that the State Revolving Fund detail may dictate the funding to be used. Ralph Lutjen adds that funding, obtaining a loan, is an issue, as well as how the loan gets paid. He questions if Scott Hayes should be included in discussion on this subject and Mike Smith adds he can discuss with Scott tomorrow. The Board will email project preferences to the office, which can compile them and send them out for members to review. An outline of projects will be developed prior to the State visit.

At 6:20pm Peter Craugh makes a motion to adjourn the meeting, Ralph Lutjen seconds the motion and the motion passed.

Respectfully submitted,

Nancy E. Cole