

# NORTHWEST OTTAWA WATER SYSTEM

## Administrative Committee Minutes

### February 19, 2025

A regular administrative committee meeting of the Northwest Ottawa Water System was called to order by Pat Staskiewicz at 8:50 a.m. Wednesday, February 19, 2025, in the Council Chambers at Grand Haven City Hall.

Present: Craig Bessinger (City of Ferrysburg); Bill Cargo (Grand Haven Charter Township); Gordon Gallagher (Spring Lake Township); Brady Selner (Village of Spring Lake); Pat Staskiewicz (Ottawa County); Matt Wade (Grand Haven Charter Township); Karen Sherwood (Grand Haven Charter Township)

Absent:

Also present: Emily Greene (City of Grand Haven)

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A motion by Cargo supported by Selner to approve the minutes for the November 20, 2024 NOWS Committee Meeting passed unanimously.

#### **Manager's Report, NOV-DEC 2024, JAN, 2025– By Law**

Year to date the system pumpage is plus 5.5% over last year. Elevated December pumpage can be attributed to significant water loss from city main breaks (Robbins Road 12”) as well as the snow making activities at the Mulligan Hollow Ski Bowl. The Northside and the City of Grand Haven are both 7.3% comp to LY while GHCT is a plus 2%. YTD system allocation; Northside – 39%, GHCT – 31%, and the City – 30%.

Financial reporting YTD as of January 31<sup>st</sup> has 59% of the year complete with 58.6% of the planned revenue in and 49.8% of planned expenditures. Looking at Capital Projects, Law discussed the need to delay the projected \$150K SCADA project until FY 2025/26. A reevaluation of contractors and alternatives to Wonderware, lead times, project timeline restrictions and inflated costs warrants extending the planning prepping stage of this project. Cargo/Staskiewicz instructed to keep the wholesale unit involved with any potential migration away from the current system and integrator, and suggested the wholesale partners would migrate with the NOWS plant to maintain continuity. Smaller projects will fill the void with some future projects considered for bring forward into the current FY. A snapshot of production costs is trending lower than the pumpage comp. The new lower cost chlorine contract and continued efficiencies found in pump controls are the most significant contributing factors.

Water quality metrics indicate a continuation of source water quality and stable consistent execution of the treatment operations. All communities remain well under regulated limits for DBP's and PFAS. All laboratory

analytes sampling results remain consistent with historical averages and with no exceedances of regulatory compliance levels.

**Agenda Item 1:** *NOWS FY 2024-2025 Budget Draft Review – By Eric Law*

Law provided a copy of the draft budget within the Packet. Law discusses draft budget highlights – Projected pumpage has been conservatively forecasted, yet revenue is forecasted to increase by 9% over FY 24/25 as a result of the wholesale rate increase from \$1.08 to \$1.17 per thousand. A new fulltime equivalent will increase the personnel cost line items but some of that increase is offset by not carrying a part time employee and reducing overtime allocation. Finance continues to hone in on personnel cost line item projections. This draft copy reflects a conservative estimate for those line items and the final draft it is expected these should be lower. A motion to accept the draft copy of the NOWS WTP 2025/26 DRAFT budget by Selner, supported by Bessinger passed unanimously.

**Adjournment:** 9:24 a.m. – Submitted by Eric Law