

TONTITOWN WATER & SEWER COMMISSION

MEETING MINUTES 07-01-2008

1. ROLL CALL – At 3PM All Commissioners present except Baker. Also present: Mick Wagner, Rebecca Bennett, Mark Dossett, W&S Attorney, Chuck Nickle, USI Engineering.

2. APPROVAL OF AGENDA – A motion by Goddard to add ‘Discussion of Water Rates’ to under Review Financials and approve agenda as amended and 2nd by Gunderson, motion passed unanimously.

3. APPROVAL OF MINUTES FOR 05/28/08 meeting – A motion by Gunderson to approve minutes as written and 2nd by Zulpo, motion passed unanimously.

4. REVIEW FINANCIALS – Wagner presented the financials, stating that water and total sales are slightly up. Water sales are still down, but will catch up later in the year. The overall revenue is 2% over budget and overall expense is 2.7% above what was projected. City sales tax is down about \$75,000 year to date. Wagner stated that he will revise the budget to break out the locate service fees and include rent.

5. Discussion of Water Rates – Wagner stated that any time rates are changed, they must be compared with other water systems. He presented the comparison of other cities’ base rates and base usage. An all system’s average was found to be 5.6% higher than Tontitown’s. Washington Water Authority’s rates are 121% higher than Tontitown’s. Tontitown was found to be 7% better than some of the smaller water systems. If the rates are raised, the average household would pay \$1.44 more and would go in affect August 1. This raise is not connected to AEP. AEP will be responsible for 100% of the cost attributed to them. A motion by Goddard to approve the 4.91% rate increase and 2nd by Gunderson, motion passed unanimously.

6. OLD BUSINESS:

- A. **Update on Sewer project (connection letters)** – Mark Dossett stated that letters were sent to all commercial customers who had not connected to sewer as of June 1, 2008. He has gotten several calls from people who have paid their fees and are in the process of connecting. Kenny Lipsmeyer, with K&K Vet, voiced his concerns about what it would cost for him to bore in order to connect and the fact he has a septic system for 175 people in place already. Dossett stated that there is a city ordinance and a state statute requiring all customers within 300 feet to connect to sewer as long as they don’t have to cross another property. Delcina Cunico stated that she has a good septic system, has paid her connection fees, and would like sewer but not at this time. Chairman Brandt explained that because of the blind crayfish in the area, it is in the best interest of everyone to connect to the sewer. A motion by Gunderson to make the final

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day for connections September 1, 2008 and 2nd by Goddard, motion passed unanimously.

- B. **Review of bids for completion of Phase 1** – Chuck Nickle stated that the three bids (A, B, C) for three sections of sewer line discussed at last month's meeting were received on June 17. There were ten bidders. The low bidder for all three was Goodwin & Goodwin. USI recommends that Goodwin & Goodwin be awarded the bid for Schedule A and B for \$314,238.80. A motion by Goddard to accept the bid from Goodwin & Goodwin and 2nd by Gunderson, motion passed unanimously.
- C. **Update on Water tank project** – Wagner stated that he has been in contact with an individual who is interested in selling their property to the W&S Department for the water tank. Chuck Nickle stated that USI advertised June 29 to receive bids for three meter/rate of flow valve vaults to be installed with SCADA. These bids will be received July 10 at 11:00 am. A motion made by Zulpo to authorize the advertisement for the three bids and 2nd by Goddard, motion passed unanimously.

7. NEW BUSINESS

- A. **Discuss change order for Benton Farm lift station SCADA unit** – Wagner stated that the SCADA system was originally put in to measure inflow and infiltration. At this time we are only metering what is being pumped. A motion made by Gunderson to accept the change order and 2nd by Goddard, motion passed unanimously.
- B. **Revision of SOP 23A – Attendance at Funerals** – Wagner stated that SOP 23A has been revised to clarify the amount of time given off for attendance of funerals of friends and distant relatives. A motion made by Gunderson to change the amount of time to one day and 2nd by Zulpo, motion passed unanimously.
- C. **Revision of SOP 7 – Commission monthly meeting time** – Chairman Brandt stated that moving the meeting day would allow more time to have the previous month's financials ready. A motion made by Goddard to move the meeting day to the fourth Wednesday and 2nd by Zulpo, motion passed unanimously.

8. COMMENTS FROM COMMISSIONERS – Chairman Brandt stated that the hearing held on June 26th with the AR Resource Commission went smoothly. Brandt stated that the Mayor requested AEP to disconnect from Tontitown water and connect to Springdale water. Wagner stated that the Mayor also called Springdale Water with this request. A motion made by Gunderson for Brandt to

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request the Mayor to refrain from interfering with Water & Sewer customers and 2nd by Goddard, motion passed unanimously.

9. ADJOURN – Motion made by Zulpo to adjourn and 2nd by Goddard. Motion passed unanimously.