

# TONTITOWN WATER & SEWER COMMISSION

## MEETING MINUTES 09-24-2008

**1. ROLL CALL** – At 3PM All Commissioners. Also present: Mick Wagner, Mark Dossett, W&S Attorney, Wade Phillips, USI Engineering, Chuck Nickle, USI Engineering

**2. APPROVAL OF AGENDA** – A motion made by Gunderson to approve agenda as written and 2<sup>nd</sup> by Zulpo, motion passed unanimously.

**3. APPROVAL OF MINUTES FOR 08/27/08 & 09/01/08 meeting** – A motion made by Goddard to approve 8/27/08 minutes as written and 2<sup>nd</sup> by Gunderson, motion passed unanimously. Mark Dossett stated he was not at the special meeting. Brandt stated that his name is removed from the minutes. A motion made by Gunderson to approve 9/01/08 minutes as amended and 2<sup>nd</sup> by Goddard, motion passed unanimously.

**4. REVIEW FINANCIALS** – Wagner stated that service fees are up due to sewer connections. Sewer service purchase will be up next month due to inflow and infiltration at the lift station recently. The expenses are mostly the same as what was budgeted for. Interest Income is \$168,000 more than what was budgeted for. Wagner stated that he compared services with different banks in the area. Liberty Bank offers the best rate for the bank accounts. The Meter Deposit Account will need to be split in order to get the best rate on that account. Also, remote deposit will be set up. Mark Dossett stated that the method that Liberty Bank is using to collateralize the deposits is correct, however there is supposed to be a deposit agreement that sets out rights and gives a security interest in the assets that they are pledging. Dossett stated that the bank monitors the value of the assets monthly. Wagner stated that a report of these values should be sent monthly to all the Commissioners.

### **5. OLD BUSINESS:**

- A. **Update on Water tank project** – Wade Philips stated that they have continued with the plans for the tank design. Control valve vaults for the Kissinger and Barrington sites will be shipped next week. The Maestri vault will be shipped at a different time, but before the other two are installed. Phillips stated that Springdale is going to let us move our antenna outside of our easement and they will supply power out of the west side of the building for the RTU for our telemetry system.
- B. **Update on sewer line construction** – Chuck Nickle stated that the sewer line construction of the 385 ft was complete as of September 23. A location for each manhole in the sewer system has been got for the GIS. Nickle stated that Monday and Tuesday every manhole is going to be inspected by WN Couch and NW Utilities.

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### 6. NEW BUSINESS

- A. **Consider update of W&S Minimum Specs** – Wagner stated that Section 13.12 has been revised to require the contractor to fill out the *Flushing, Disinfection, Discharge and Sampling of Water* and pay for any disinfection, discharge and sampling. Section 17.12.4 has been revised to require any customer with a grease trap to install an inspection port. A motion made by Gunderson to approve W&S Minimum Specs as revised and 2<sup>nd</sup> by Goddard, motion passed unanimously.

**7. COMMENTS FROM COMMISSIONERS** – Wagner stated that the Mayor called a meeting on September 29 and invited Washington Water Authority's manager Josh Moore, Washington County's attorney George Butler, and Wayne Blankenship the grant coordinator. Based on WWA's debt their average cost per customer is about \$26,000. There are about 341 residents inside Tontitown city limits that are served by WWA, which is 6.4% of their customers. Wagner stated that if Tontitown were to buy WWA customers that are inside city limits right now, it would cost \$1.4 million. Wagner requested that a commissioner, at the 9/29 meeting, ask Josh Moore if he has ever been involved in any development process, and if so how did it relate to any existing or new water lines. Wagner stated that lines were found outside our water service boundary on Wildcat Creek. Dossett stated that he contacted George Butler, who said he would look into it and have information on it before this W&S meeting. When contacted today, he said that Mr. Moore had taken a vacation day and wasn't available, so he wouldn't be able to get the information. Wagner stated that the GIS has been updated to show the date the water lines were built. In the minutes for 2001 and 2002 water lines are mentioned quite a few times, but nothing is mentioned by the council or ESI, the engineering company at the time, about this line other than it is going to be built. Josh Moore was working for ESI at this time. Nickle stated that line swaps between cities don't happen all the time, but they do happen.

**8. ADJOURN** – A motion made by Baker to adjourn and second by Zulpo, motion passed unanimously.