

TONTITOWN WATER & SEWER COMMISSION

MEETING MINUTES 10-27-2009

1. **ROLL CALL** – Members present Baker, Gunderson, Brandt, Zulpo, Goddard was absent and Zulpo arrived during review of financials. Also present were Mick Wagner, Rebecca Bennett, Britt Vance, USI Engineering, and Mark Dossett, W&S Attorney.
2. **APPROVAL OF AGENDA** – A motion made by Brandt to approve agenda as written and 2nd by Baker, motion passed unanimously.
3. **APPROVAL OF MINUTES FOR 09-22-09** – A motion made by Baker to approve the minutes as written and 2nd by Brandt, motion passed unanimously.
4. **REVIEW FINANCIALS** – Wagner presented the financials stating that sales are in line. The expenses are in line with what has been discussed in the past. Repairs and maintenance are up due to searching for sewer leaks. Utilities are higher than budgeted due to higher rent at the new office. Sales tax is 4% under what was budgeted. Overall YTD earnings off about \$17,000 below projections.
5. **OLD BUSINESS**
 - A. **Review status of WWA lawsuit** – Dossett stated that the depositions will have to be rescheduled and mediation will need to be scheduled by December 12th. Washington County has sent several FOI requests, one of which was received today. TWU has given Washington County a FOI request which mirrors one of which they sent TWU, but they have sent for an AG opinion which has delayed their response.
 - B. **Review sewer force main from Waste Management** – Wagner stated that there were a few questions with the contract regarding the not-to-exceed amount for our engineer reviews, discharge limitations and sampling equipment. Vance stated that an automatic sampler would be put in the facility to sample. The Commission discussed the best route for the sewer force main along the north end of the route. A motion made by Brandt to investigate running along north edge of Larry Goddard's and south parcel of Pete Pianalto's properties and direct engineer to prepare easements route. Motion was seconded by Baker, motion passed unanimously.
 - C. **Open Truck bids** – Wagner stated that the state bids did not have inventory specs we needed therefore we ran bids as normal. The bid specifications were ran for one month and five bids were received. Four from Superior were a 2009 Chevy, 2009 Dodge, 2009 GMC Sierra, and 2009 Ford. Landers Auto bid a 2010 Ford. The bids ranged from \$39,517 to \$30,993 with Landers making the low bid. A motion made by Brandt to accept Landers Auto's bid and 2nd by Zulpo, motion passed unanimously.

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6. NEW BUSINESS

A. Review amended terms of service section 1.3.2 “vacation disconnect” – Wagner stated that the vacation disconnect policy is confusing as written and suggested language that made it clear that only . irrigation meters can put on vacation disconnect when they are not being used to avoid a minimum bill. The policy has been revised to clarify that this is only applicable for irrigation meters. A motion made by Brandt and 2nd by Zulpo, motion passed unanimously.

7. COMMENTS FROM MANAGEMENT – Wagner stated we continue to review water loss and fix 3 manholes that were found leaking.

8. COMMENTS FROM COMMISSIONERS – Zulpo stated he would like to see emergency flasher lights put on both the pickup and the new service truck when it arrives.

9. ADJOURN – A motion to adjourn mad by Brandt and 2nd by Zulpo, motion passed.