

TONTITOWN WATER & SEWER COMMISSION

MEETING MINUTES 07-27-2010

1. **ROLL CALL** – Members present were Bill Brandt, Steve Gunderson, Larry Goddard, Gene Baker & Mike Zulpo. Also present: Mick Wagner, J.R Carroll, Attorney, Britt Vance, USI Engineer, and Rebecca Bennett.
2. **APPROVAL OF AGENDA** – A motion made by Brandt to approve the agenda as presented and 2nd by Zulpo, motion passed unanimously.
3. **APPROVAL OF MINUTES FOR 06-22-10** – A motion made by Baker to approve the minutes as presented and 2nd by Goddard, motion passed unanimously.
4. **REVIEW FINANCIALS** – Wagner stated that the sales are about 6% above budget. Water sales are 10% over and sewer sales are 7% over what was budgeted. Sanitation is slightly lower than budget and service fees in line with budgeted amounts. Cost of goods is up about 6% as well. Operating expenses are at 85% of what was budgeted. City sales and interest income is only 95% of what we budgeted.. A net operating loss was budgeted through the month of June in the amount of \$9,000, but there is a \$9,000 net income instead.

5. OLD BUSINESS

A. Review sewer force main from Waste Management –Vance explains that on the Eco Vista project the contractor has about 35% gravity sewer laid, from JD Bixler to S. Pianalto where it runs East & West. They are also adding a additive in the concrete (conshield) to keep it from corroding at the manholes. They have about 750 ft of force main laid which is about 7 %. They are 0% complete on the lift station, but they have ordered parts which gives them 25% of the time used and they are 12% complete. They usually start out slow and finish fast. The contractor is working twelve days on and four days off.

B. Update on Water Loss Audit –The project is about 80-85% done with the testing phase. Listening equipment has been purchased for about \$3500, which has been budgeted for. This will allow us to zero in on more exact location of line segments where we have identified leaks. We are estimating a leak found along on Klenc Road is leaking at a rate of about 7 gallons per minute. Wagner stated that phase one should have around one to two weeks left and then they can start back to zeroing in on and fixing links.

6. NEW BUSINESS

A. Ratification of Gilbey's Access Fee – Wagner stated that Phillip Gilbey has a current meter on Wildcat Creek and wants a new meter put in closer

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because he has a leak somewhere on his line and can't find it. The Gilbey has paid for his tap fee and would like to see if Tontitown Water would be able to waive his access fee since he would not use his current meter location. The neighbors next to Gilbey may or may not eventually take over the old meter location. If they do then an access fee would be charged to them for this location if they exercise this option. A motion made by Goddard to approve waiving this access fee and 2nd by Zulpo, motion passed unanimously.

B. Discussion of Software Expansion – Wagner stated that when the software that we use to bill the entire customer's with included a 1,500 customers. We have meter locations that are taken up space and causing us to almost run out of room. The next package adds an additional 1,500 more customers which costs \$2,000. This is not in the budget because this issue only came up a couple of weeks ago. A motion made by Zulpo to expand the billing software and 2nd by Goddard, motion passed unanimously.

7. COMMENTS FROM MANAGEMENT – Wagner stated that the water shrinkage last year ran about 20% and YTD is running about 17%. We repaired two manholes that were leaking last month. The cost for these repairs is around \$1500 to \$2000, including materials. Wagner that a property owner, in 1997, divided a parcel into three for a sub-development on Kevin Lane. Willy Taylor has bought one of these parcels may run a new waterline to his property along Kevin lane instead of using an old line that is. This would allow us to locate meters on the three parcels rather than having all three on Hwy 412 as currently provided. There is adequate fire protection already in this are. Taylor asked would the Commission consider wavier of requirement to extend main using 2 inch rather than 8 inch line, if he paid for new line and dedicated to the city as a mainline.

A motion made by Brandt to waive restriction of 8" and go for 2" and 2nd by Baker.

Zulpo stated that he doesn't agree because we don't know what kind of business would go in. Also, he is concerned about fire hydrants.

Wagner stated that this would be a short term situation until development started.

Baker stated that no one knows how long it will be until development.

Wagner stated that when new development occurred to the west they would be required to provide easements and install mains that met W&S minimum standards.

Motion was passed unanimously.

Wagner stated that at the city meeting last week Arthur Penzo brought up the subject of fencing at the shop, saying it is not within the city code.

Carrol indicated at the meeting that there may be a loop hole in state law that the city may provide waiver of certain development standards that it. Wagner

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noted that the city had not always enforced the code cited by Penzo since it was adopted in 2006. However, to bring the fence up to city code, slats can be installed for \$8,367.39 or for materials only it would cost \$5,499.39. The majority of the new fence is on city property and borders an enclosure where city equipment is stored. The fence also replaced a barbed wire fence which offered no security to store equipment. A motion made by Brandt to not spend any more money on the fence at this time and 2nd by Zulpo, motion passed unanimously.

8. COMMENTS FROM COMMISSIONERS – None

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