

WATER AND SEWER COMMITTEE MINUTES

Thursday, March 24, 2016, 8:30 AM

Water & Sewer Department Office

1. Call to Order & Freedom of Information Requirements

The Freedom of Information Requirements having been met, the meeting was called to order at 8:32 AM. Those present were Committee Members, Mark Howard, Bachman Smith and Susan Middaugh (Chair); Staff Members Greg Gress, Andy Benke and Jason Blanton.

2. **Minutes for the W&S Committee meeting on 3-10-2016** were approved on a motion by Bachman Smith, second by Mark Howard and unanimous vote.

3. FY 2017 W&S Department Budget (continued) and Estimated Rate Change

Revisions to the W&S Operational Budget since the 3-10-2016 W&S Committee meeting were presented, discussed and approved by the Committee. W&S Manager Greg Gress will develop the Rate Model Analysis that will determine the W&S rates that will be needed for FY2017 based on the proposed operational budget. This information will be presented to Town Council for discussion at the April 4 Council Workshop.

MOTION: to approve the operational budget as presented and revised on 3/24/2016 subject to review of the Rate Model Analysis. Motion made by Mark Howard, second by Bachman Smith, passed unanimously.

Jason Blanton proposed a revised plan for funding Phase II of the I&I project. This was discussed in detail and recognized as being advantageous to both the Town and the W&S Department. However, this plan does underscore the urgent need for a formal Cost Recovery Program for the W&S Department and the W&S Committee agreed to make this a priority item in the coming year. At present, funds that are generated by W&S to meet identified future needs are lumped into the Operational Fund. This obscures the allocations for designated future projects and gives the incorrect impression of having a large, unallocated reserve in the Water Fund.

MOTION: to recommend to Council to revise Phase II I&I funding as follows: (1) no further transfer from the Water Fund to the Town General Fund for payments against the 2003 GO Bond beginning in FY2016, notwithstanding required accounting GAAP, and (2) the Water Fund will retire the 2003 GO Bond in October, 2016. Motion made by Bachman Smith, second by Mark Howard and approved unanimously.

- 4. Communications / Additional Items from WWTF Manager, Greg Gress**
 - a. Update on FEMA Funding:** The Town's FEMA Grant is now in review. Since there are historic components in our application, this requires attention. In addition, our application has a Native American aspect and this will also need attention. The end of the FEMA Grant application and review cycle is mid-May.
 - b. Other items:** CWS Contract update. Greg Gress, Andy Benke and Jason Blanton are meeting today with the attorney hired by the Town to review and advise on the CWS Contract. This information will be provided to the W&S Committee at its next meeting.
- 5. Next W&S Committee meeting:** Next regular W&S Committee meeting is scheduled for April 28, 2016, 8:30 AM.
- 6. Motion to adjourn** at 9:50 AM made by Mark Howard, second by Susan Middaugh, passed unanimously.

Pending Items (To be considered in future meetings)

- a.** Revision of Appeals Policy and Procedures
- b.** Rate Study
- c.** Computer Software Issues
- d.** CWS contract revisions
- e.** Development of a Cost Recovery Program
- f.** Pre-Disaster Mitigation Grant for submersible pumps
- g.** Update of W&S Policy on Sewer Laterals
- h.** Water Pumping Station Fencing & Site Improvements
- i.** ASR: Aquifer Storage and Recovery