

**REGULAR MEETING OF THE
ROCKWOOD WATER, WASTEWATER & NATURAL GAS BOARD**

April 26, 2016 @ 6:00 P.M.

The meeting was called to order at 6:00 p.m. with Chairman Darryl Meadows presiding. Roll call found Commissioner Loren Bone, Commissioner Dudley Evans, and Joe Moore present; Commissioner Tim Couch was absent.

Public Comment: Curt Worth and Brad Royer from ToHo were present to need a letter from the president of ToHo. The letter requested that Commissioners vote on favor of putting ToHo on the new FT-1 rate rather than the regular commercial gas rate. Cost-saving strategies have been put in place and an increased gas cost would effectively negate all efforts to save money. Chairman Meadows advised that this is on the agenda for the meeting and discussion and vote will take place at that time.

Approval of the March 22, 2016 Minutes: Commissioner Bone made a motion to approve as presented and Commissioner Moore seconded. The motion passed unanimously.

Approval of March Financials: Joan Kerley reported that Water Revenue was \$197,600 for the month; Water Expenses were \$184,100; Sewer Revenue was \$103,800; and Sewer Expenses were \$93,800; revenue exceeds expenses year to date of \$133,000. Gas Revenue for the month was \$367,000; Expenses excluding gas costs were \$80,900; and revenue exceeds expense year to date of \$158,000. Commissioner Evans then made a motion to accept the financials as presented and Commissioner Bone seconded. The motion passed unanimously.

General Manager's Report: Kim Ramsey stated that her report would be covered in the agenda items.

OLD BUSINESS:

- a. **Report on I/I:** A written report was provided.

NEW BUSINESS:

- a. Consideration of request for adjustment for 141 Thiefneck Drive – Koren:** Utilities were left on at this property for over a year with a housekeeper checking on it while the owners were out of town. There was a large water consumption that occurred between January 19th and February 28th that resulted in a \$2,425.88 water bill and a \$3,541.79 sewer bill. The customer has found no leak; therefore our adjustment policy cannot be applied. The Board was asked to determine a solution from one of four options presented by Ms. Ramsey. Commissioner Evans made a motion to approve Option 2 which would give the customer a total adjustment of \$5,588.85 and an amount due of \$378.82. Commissioner Moore seconded. The motion passed 3-1 with Commissioner Bone voting “No” stating his concern for the precedence it would set.
- b. Consideration of request from ToHo Tenax for FT-1 rate approval:** ToHo signed an extension to its transport contract which is now expiring. They are asking to go to the FT-1 rate and are borderline on meeting the minimum consumption requirement. A twelve month average from March, 2015 till March 2016 does exceed the minimum consumption amount. Commissioners would need to approve the change to the FT-1 rate. Earl Burton, gas consultant, noted that there was a mild winter that may have caused the consumptions to be as much as 23% lower than normal and recommended that ToHo does qualify for the FT-1 rate. Commissioner Evans made a motion to approve the new rate for a twelve month period and Commissioner Moore seconded. The motion passed unanimously.
- c. Ratification of emergency purchase for natural gas line repair – Harriman:** There was a leak in a high pressure line that required welding and Steve Patterson, who is OQ qualified, was called in to repair on an emergency basis. His total invoice was \$48,675. Ms. Ramsey asked for ratification of the emergency purchase. Commissioner Evans asked that all invoices be itemized in the future. Commissioner Bone made a motion to ratify and Commissioner Moore seconded. The motion passed unanimously.
- d. Consideration and approval of resolution for light duty policy:** Commissioners had previously approved a no light duty policy. This resolution creates an exemption for four classes of key employees – the General Manager, Finance Director, Operations Director, and Plant Operations Director – who could still work light duty due to the physical requirements of the position. These employees are only positions that are not easily duplicated with the existing staff. Commissioner Bone made a motion to approve the resolution and Commissioner Moore seconded. The motion passed unanimously.
- e. Consideration and approval of light duty policy for management personnel:** The General Manager, Finance Director, Operations Director, and Plant Operations Director may return to work on light duty with an authorization from his/her physician with the adoption of this resolution. If left unfilled, the functions of these positions could hinder the operation of the Utility. Commissioner Evans made a motion to approve the resolution and Commissioner Bone seconded. The motion was passed unanimously.

- f. Consideration and approval to authorize General Manager to negotiate easements and/or Utility Attorney to proceed with condemnation if required for sanitary sewer relocation:** Title work and easements are complete for three properties that are in the path of the approved relocation of a 15” lateral on Front Street. Ms. Ramsey has been in contact with all three property owners and they are willing to work with us on the relocation. The authorization of negotiations and/or condemnation will allow the project to proceed on schedule. Commissioner Evans made the motion to approve and Commissioner Moore seconded. The motion passed unanimously.

- g. Consideration and approval of bid for disinfection installation at Rockwood Water Treatment Plant:** Ms. Ramsey asked for a deferral of this item until next meeting. The bids are valid for 60 days. Commissioner Evans made a motion to defer and Commissioner Bone seconded. The motion passed unanimously.

Communications from Board members: Commissioner Bone noted that he is glad that the Utility had a safe winter and that he appreciates the efforts of all employees. All Commissioners agreed.

Commissioner Bone made a motion to adjourn and Commissioner Evans seconded. The meeting adjourned at 6:41 p.m.

Darryl Meadows, Chairman

Joan Kerley, Secretary