

Water & Wastewater Subcommittee Meeting

1/29/2020
7:00 PM to 8:20 PM
Utilities Department Conference Room

Meeting Minutes

Attendees: Jim Engel, Brian Kubaska, Bill Craft, Kerry Mackin,
Vicki Halmen, Emily Sadoway, John Parkhurst, Dylan Lewellyn, Ray Leczynski

Mr. Engel called the meeting to order at 7PM.

Agenda

Citizen Queries

All

5

Discussion: Ms. Mackin requested to present her concerns over the development of Lynch Well site at a future meeting.

Mr. Engel acknowledged the request.

Conclusions:

Action items:

Person responsible:

Deadline:

FY21 Water & Wastewater Budgets**V. Halmen****60**

Discussion: Ms. Halmen provided updated water and wastewater budgets for review and discussion.

The wastewater budget discussion covered septage revenue projections and the need to escalate septage rates regularly, while remaining competitive with surrounding wastewater plants. There was a question as to whether the target surplus balance of \$200,000 was too low. No action was taken to change it.

The water budget discussion focused on the updates to the proposed personnel modifications. Ms. Halmen updated the narrative to include not only succession planning, as the department is facing four retirements over the next 3-5 years, but alignment of staffing structure across water treatment, water distribution and wastewater divisions. She noted the increasing demands on staff to improve water system reliability, redundancy and resiliency as the infrastructure continues to age and fail.

It was noted that these budgets do not include a separate CARE (Capital Asset Replacement) charge. Capital projects continue to be funded through rates. It is important to understand the amount of interest paid when borrowing for projects and consider building funds to expense projects in the future.

Conclusions: Mr. Kubaska moved to support the wastewater budget as presented, including the proposed user fee rate increase and septage rate increases. Ms. Mackin seconded the motion. The vote was unanimous (4-0) in favor.

Mr. Kubaska moved to support the water budget and rate increase as presented. Mr. Craft seconded the motion. Vote was unanimous in favor. Mr. Kubaska moved to continue the seasonal rate structure. Ms. Mackin seconded the motion. Vote was 3-1 in favor.

Action items:

Present recommended budgets to Commissioners

Person responsible:

V. Halmen

Deadline:

Scheduled budget hearing.

Updates**V. Halmen****10**

Discussion: Ms. Halmen provided updates on various water and wastewater projects currently underway.

Conclusions:

Action items:

Person responsible:

Deadline:

Other Business**All****5**

Discussion: None.

Conclusions:

Action items:

Person responsible:

Deadline:

Additional Information

Mr. Craft moves to adjourn the meeting. Mr. Kubaska seconded the motion. Vote was unanimous in favor. Meeting was adjourned at 8:44PM.