



Utilities Commission
Commission Meeting

Minutes

May 4, 2021
8:30 AM

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Brian Ball	City Engineer	Present	
Richard Dzik	Safety Service Director	Present	
Mathias Orndorf	Director of Public Utilities	Absent	
Keith Burley	Alternate Member	Present	
Elizabeth Doolittle		Absent	

Others in attendance: Tammy Woods, Council Representative; Ken Griffith, Assistant Director of Public Utilities; Robert Broeren, Director of Law; Bob Pepalis, Mount Vernon News; and Lindsay Hoar, Recording Secretary

MINUTES APPROVAL

- Utilities Commission - Commission Meeting - Apr 6, 2021 8:30 AM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Richard Dzik, Safety Service Director
SECONDER: Keith Burley, Alternate Member
AYES: Ball, Dzik, Burley
ABSENT: Orndorf, Doolittle

ADJUSTMENT JOURNAL

Mr. Ball said they were trying to use a pre-tap at 701 (E. Vine St.). They couldn't use the pre-tap because (inaudible) was in the way. Everything else is sort of standard business.

Mr. Burley asked about the credit to Ariel.

- March Adjustments

- April Adjustments
- Motion to Approve the Adjustment Journals Pending the Review of the One Line Item by the Director

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Keith Burley, Alternate Member
SECONDER:	Brian Ball, City Engineer
AYES:	Ball, Dzik, Burley
ABSENT:	Orndorf, Doolittle

NEW BUSINESS

Mr. Dzik received communication from the Mount Vernon Developmental Center about a month or two ago. Our two-year contract for water is coming up the end of June. Rob is doing a review of that. I think it may be helpful to have a discussion about it here and maybe a recommendation from this commission to continue that contract MVDC. I think it started in 2005.

Mr. Broeren said there is the question as to whether the commission has the authority to do anything other than continue the contract. We should probably put it onto the agenda for the next meeting.

Mr. Dzik said to let everyone know, we've had a contract with MVDC, similar to the Fairgrounds.

Mr. Ball said you have one with the fairgrounds; you've had one with the Academy.

Mr. Dzik said basically the terms of the agreement is they pay a surcharge on water above what city customers pay but slightly below what other township customers pay. I think it's about a 20% surcharge right now. I will get everybody a copy of that contract once Rob has a final version. I'll get it on the agenda for next meeting.

Source Water Assessment and Protection (SWAP) Plan

Mr. Ball said circa 2012 this was mandated or at least drafted. We were supposed to have City ordinance, we're supposed to have a committee to review actions that happen in the Source Water Protection Area. This area extends into the county outside the city, areas adjacent to the Kokosing River. We have picked this back up and made some major edits. I believe Mr. Burley had the last review of it, as I have not gotten back to it. We will have two things. This plan will have a city ordinance that needs to be adopted by City Council and then there will be a set of Rules & Regulations that need to be adopted by this board.

Mr. Burley said Emily has actually done a lot of work on it. Really she's worked with the Ohio EPA and gone through the document and updated it. It's good to have a plan in place and it has probably fifteen different action items that we need to be sure are in place once it's in effect.

Mr. Ball said the way we're structuring this is that we'll essentially create a subcommittee as

part of the Utility Commission because we have to have folks involved in zoning outside of the city as part of this. We'll have Soil & Water and Darrell Severns from Regional Planning to help protect our watershed area that's not inside the city.

Mr. Griffith said you're going to write the ordinance looking at the zones as to what can go inside of each.

Mr. Ball said we don't have any jurisdiction outside the city so we have to partner with Regional Planning to help them course the zone that's north of the city. Elizabeth had taken the 2012 version, worked pretty heavily to bring it up to date. I have looked at it briefly. Mr. Orndorf's looked at it. We'll get it to Kenny for a review. I think at that point we'll take it to Rob. We have not put it on Rob's desk yet. We're not asking to vote on it at this point. I would say by the next meeting we should be in pretty good shape to have a recommendation to council to start their deliberation process on the ordinance.

Director Transition Plan

Mr. Dzik said Mathias is retiring at the end of this month. I have an executive session scheduled with council to discuss this next Monday so I didn't want to get into too much detail. What I will say is council did approve a temporary Assistant Director position that we spent the better part of the beginning of this year attempting to fill. Despite finding a couple of well-qualified candidates, we weren't able to entice them to join the city so that position is unfilled at this time. We are undergoing an organizational assessment of all of our service departments, including utility. We're also undergoing a compensation study for all of our non-union personnel. Really, in talking with Mathias and Brian and the Mayor, I think we're going to be best suited trying to tackle a full Director appointment and a full review of our Assistant Director positions later this summer when those assessments come in. I am going to be recommending to council that we appoint Assistant Director Kenny Griffith as Interim Director while we let all of those chips fall.

Mr. Ball said the important thing for the record the people that we talked to in the interview were making more money in middle management at smaller cities or equivalent size cities. I think the compensation study is very important, even for us to fill an Assistant Director position. The EPA asks a lot of our licensed people and I think it's important that those folks be compensated for that responsibility.

Mr. Dzik said his hope is that once Mr. Griffith is appointed interim he can vote, unlike today.

OLD BUSINESS

Update on Available Metrics (Water Loss/Shutoffs)

Mr. Dzik said we've been tracking our water output versus water billing. I think we were a bit shocked to find that there may be somewhere around 50% water loss. I will say that part of what Kenny and Mathias have been working on in the past few months is getting all of our city facilities on updated meters and MXUs so that we can start trying to track how much of the "loss" is actually city usage that we haven't really accounted for before. One thing that Mathias and Kenny both pointed out is that the plant itself actually uses a pretty decent

amount of water in the whole processing of new water. So there's some, what's being considered loss, going into the plant. Obviously, there's some city facilities and city properties that probably contribute to that loss. I'm hoping in the next month or two months we'll be able to get some good metrics on what's actually being used in our daily operations. Mr. Griffith said we had that large number but we knew we had some that were metered, some meters that weren't actual and then a lot of areas that were unmetered. So we've created some virtual meters, we're looking at actual consumption. Give us another couple of months and we should have a really good idea of what's actually lost.

Mr. Ball said what we've got to double check is when we say you have non-revenue water so that has two parts. That has things like using for processing in the Water/Wastewater Plants if we choose not to bill city buildings then you also have lost water. So the effort that Kenny's team has taken on is the meters at the Plaza building, City Hall are decades old, many of the Park's facilities don't have meters at all. We know that we have some leaks in the Park's systems so when those get turned on for the season we're losing water and some of those puddles in the parking lot aren't rain. That's the effort we're trying to separate what are we using at our plants that's non-revenue water and what's actually lost. I think that effort is going pretty well.

Mr. Griffith said yes, all of the metered and the unbilled and then all of the unmetered. Once we get all of that data together we'll have a really good look, take that back to what our production rates are.

Mr. Ball said Kenny, Lisa and Mathias have all been working really hard on the zones. With the advent of our MXUs they can all report in within a few minutes of each other or within at least one day. So we're trying to set up virtual zones to where we can look at the pump stations versus the metering and help us look for leaks.

Mr. Griffith said right, virtual meters.

Mr. Ball agreed. It's like a virtual meter. Say the west end of town, all of those report in at the same time.

Mr. Burley said that's his interest. I know there's lost water and I know there's non-revenue water. Just being sure we're billing for what we need to bill for and fixing the leaks. Part of it is what does it cost us to find it versus what does it cost us to produce it. There's some balance there. But knowing what you're losing through leaks is important for us to have a good handle on.

Mr. Dzik said the other question Mr. Burley had, with Mathias still here; I know Mr. Griffith hasn't been as deep into the billing office as he has, but I know you had some questions about shut-offs.

Mr. Burley said in general, are we tracking the same numbers. I had some questions about outstanding accounts, 90 days past due, kind of the process to be sure we end up collecting those fund. I know that was a stormwater issue in particular and just don't want to lose sight that if we end up with properties bought/sold, then it's really impossible to go back and collect those fees. Again, there's a certain cost for that process versus what we can collect but we just need to be prudent about how we keep track of those accounts.

Mr. Dzik asks Brian and Kenny; my understanding is only unpaid fees go against the property as a lien, so during the sale of that property we should be recouping those lost.

Mr. Broeren said that's not 100% true. We can only put wastewater on the taxes. The water

cannot go on the taxes. The previous policy was that the former billing administrator would have to file small claims actions against people.

Mr. Ball said to clarify; we can also put stormwater on the tax liens.

Mr. Broeren said yes, stormwater, because of the ordinance but water/wastewater is controlled by the Revised Code and that only allows wastewater fees to go on.

Mr. Dzik questioned - wastewater fees to go on taxes but water and/or wastewater could go as a lien or is that not true?

Mr. Ball said a lien would be a tax lien.

Mr. Broeren said wastewater as a lien and the water we have to sue or take other action.

Mr. Ball said for stormwater he had a talk with Lisa; she's going to be giving me the list today and those will be put on tax lien by the end of the week. Our Kenyon student that's worked for the utility put together a letter. We've mailed a letter to every person who has yet to pay their first stormwater bill or has a significant outstanding balance. We sent pamphlets and I think Keith reviewed that. We sent educational material to all these folks, many of them were folks that owned parking lots or this their first city utility bill. We're going to look and see how successful that was and then they'll be processing those tax liens later this week for stormwater. So they tried not to let those pile up because the county does collect quite a bit of money through the lien process. The way the Commissioners and their folks at the county they collect their money first and then the city liens are collected as secondary. So if someone only pays part of their tax bill we may not get all of the money right away but usually some money comes in. I don't know the numbers on that but we do get money from that process.

Mr. Burley said he was not familiar with the process and he knew we had several stormwater ones that had just been neglected. Again, hate to see us not get paid for what we do.

Mr. Ball said we'll do some analytics as soon as I get the list. I may not be able to do it today but we'll get some analytics on the success of our letter and get some feedback from the commission. I feel like, just talking to Lisa, the number of people unpaid probably was pretty well reduced.

Billing Software Update

Mr. Orndorf has been making progress on this. There was no update available due to Mr. Orndorf not being present. He is wanting to get this wrapped up before his last date so hopefully a full update will be available at the next commission meeting.

Reservoir Update

Mr. Ball said he and Kenny have been working pretty heavily with Dan Barr with CT Consultants on our citywide water model. We're trying to identify the changes that will happen when we turn the reservoir off and then also look at our operational changes that are needed. There's a small section of folks on New Gambier Road that are already on pretty low pressure. Any kind of fluctuations with this project could put us out of compliance with their pressure so I think that we are proposing to design a small 6" waterline extension that would go from the high pressure zone down to the last house on the west end at New Gambier and extend Stevens Street to High Street. That would be a formal water system extension. We

would be unhooking people from the supply line to the reservoir and hooking them to the high pressure, which is provided by the pump station at the east end elevated tower.

Mr. Dzik asked if that would be a permanent change.

Mr. Griffith said that's correct, they would be permanently off of that low pressure (inaudible).

Mr. Ball said Mr. Griffith has set up some data loggers, we've done some monitoring; what were the pressures?

Mr. Griffith said typically just in normal operation the houses on the high side of the road, they run between 22 - 26 psi. 20 is our legal limit. We have eight or nine homes that are over there with low pressure.

Mr. Ball said we'd be building a line that's over 100lbs and Kenny's team is evaluating whether we would do individual pressure reducers or a system in-line pressure reducer on the main.

Mr. Griffith said he thinks the individual ERVs. We can get those and they would already be preset to 70 psi.

Mr. Ball said everybody's familiar with New Gambier Road, the north to south - high to low, is significantly different. With the individual pressure reducing valve you could dial in the pressure for the homeowner's preference and not just be averaging it.

Mr. Ball makes a motion to hire an engineering firm to get this designed. I don't know that this is an absolute action that has to be done before we start the reservoir, but it's probably a good idea.

Mr. Ball said the other part of the reservoir; we are in the process of getting the contract signed. We've asked the contractor to review the plans and see if there is anything that they see that they're uncomfortable with or anyways they could see to expedite the project. We'll probably have at least one or two more strategy meetings with our contractor before we start. We also want to make sure the public is well informed. We have got some operational things that we are still working on. It's not happening right away. We do want to get started getting the valves and the critical components ordered and making sure we have every single bolt and gasket before we get started. The next step you'll probably see is us stock piling parts.

- Motion to Make a 6" Extension Down New Gambier Road

Mr. Dzik said as we take this reservoir offline, there is going to be some pressure fluctuation. The whole reason the reservoir's there is to maintain pressure and when it's not there there's going to be a little more fluctuation. The concern of these homes that we're talking about is that they will dip below the minimum pressure that we're held to. And not just that we have a guideline but clearly, if the pressure in your house is too low, it's a real inconvenience. It does make sense to me that we correct this issue at the same time that we're looking to work on the reservoir. The motion we have on the table is actually to contract for engineering to design this line and get us an estimate.

Mr. Ball said basically the model in theory when we shut the reservoir down, the localized pressure would go up but that does not account for pumps turning on and off, so that's a static condition. So we feel that while we're adjusting these pumps to have to be a flow through situation versus having the reservoir there, we had a lot of risk to fluctuating

this pressure. The good thing to some extent is we asked our consultant to look at our entire water system and really, this area is the only issue. This is a relatively small fix. We've been getting pressure fluctuations in these areas with the reservoir turned on so it's probably something to do with it anyway.

Mr. Broeren said just for his own information, about what do we think engineering is going to run.

Mr. Ball said probably below \$20,000 depending on their cost. The survey's a little bit of a hit commodity right now, so I'd say we're about \$20,000.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Keith Burley, Alternate Member
SECONDER:	Brian Ball, City Engineer
AYES:	Ball, Dzik, Burley
ABSENT:	Orndorf, Doolittle

Westgate Mobile Home Community Update

Mr. Ball said we had a quick meeting with our design team, ADR in Newark. We believe we have answered the EPA's questions. We are applying for EPA revolving loan money for a 2022 construction. I believe we do have the qualification for zero percent because we'd be consolidating a private water system with a public water system. So that process is going along. We've got some preliminary plans. Kenny and I are reviewing those. We want to do the trailer park but we also need to loop back to Harcourt Road so we're not creating dead-end pipes. Things are going pretty well. Rob and I had a quick discussion this morning; we do need to get agreements with the park owner. Without the preliminary approval from the EPA, we need to make sure. One more check with the EPA that they're on board with funding the project and then I think we'll be ready to start entering the agreements.

Mr. Burley asked if there will be legislation needed to make that revolving loan agreement.

Mr. Broeren said no, when we did the initial legislation to apply for the grant and everything that will cover any subsequent agreements that we need to come to with Westgate.

Mr. Ball said it's moving along. Many of us have received additional calls from the members of the mobile home community asking us to keep this project going. I think Mathias did a couple of site visits. We've gotten a lot of calls so we're trying to get this taken care of. We recognize the need.

Stormwater Update (Rules and Regulations/ERU Review)

Mr. Ball said he put it on his staff's calendar - we will start the ERU update, I'm giving them a one-month period. We'll re-run, go through all of the zoning permits, all the demo permits. We'll go through all of those requests. We'll spend a month. Shawn and I sat down with Lisa Keener briefly, talked through the process of that. We have it on the calendar; June/July puts us at the annual mark for the start of the utility.

Mr. Burley said he thinks our Rules & Regs say we're supposed to have that done for the

July bill.

Mr. Ball said he'll double check. I think we put it on for the month of June. I will double check that I put it in the right month.

Mr. Burley asked if there are questionable ERUs that need to be looked at and is that something that the summer intern could do. I thought that Hazen & Sawyer had looked at our approach and were going to modify that a little bit.

Mr. Ball said from the Hazen & Sawyer billing database I think we 150 some that my staff had to do verifications on or they were classified incorrectly. People who had single-family residence were classified as commercial and it was causing them to have a couple extra ERUS, when they were actually single-family. We did work through; there were some multi-families that were not classified right. Overall, I think there's about 150 or 250 folks that we had to correct from the Hazen & Sawyer. Summer interns and my staff did site visits. We fielded a lot of phone calls in the beginning of this and maybe 20% resulted in a change because they were classified incorrectly. I don't know what the mapping update is, it depends on when the County gets new aerial mapping. We may actually have to go out and do some measurements for properties to get the right number. We're also hoping to work through two credit applications. We've had a few folks that are interested in credits who have hired engineering firms to work through those. As they're doing upgrades, they're going to upgrade their other stormwater facilities to try to get credits.

Mr. Dzik asked if there was another review of our Rules & Regs that they were doing around assumption of stormwater facilities.

Mr. Ball said yes, we have received one draft. It really wasn't going the direction that we were looking for. It was very complicated. We had a call with them last week. I told them to start with a diagram and then we could build the text around the diagram. At this point, it wasn't something we were ready to review. We had a really good call, they should be getting us some work products middle of this month. I think probably have a little bit of a sub-committee of maybe Keith, Rob, Emily & Elizabeth to review those. Once we have digested those a little bit, we'll send it out to the bigger group for review. It's not going as fast as we wanted it. The problem I think we have so many different cases that it was confusing them so they were trying to make it too narrow and it wasn't applying to what we're going to have to deal with.

Mr. Dzik asked Mr. Burley if that was the only Rules & Regs question he had.

Mr. Burley said yes, there's Water, Water & Wastewater Rules & Regs updates. That's just kind of a cleanup. I resent the review I did.

Mr. Ball asked if he sent it to Kenny also.

Mr. Burley said he didn't, but he will.

Mr. Ball said the Water & Wastewater clean-up needs to get done too, I agree. Maybe we can put that on as a voting item for next meeting.

Mr. Burley said it's not extensive, it's just a cleanup of language and then there's a 28-day review process. Trying to do it before Mathias leaves but we probably won't quite make it.

Industrial Park Service Update

Mr. Dzik said as a little background on this, we've had some communication with Owens Corning. A couple of the major pressure losses we had last year really disrupted their

operations, this is one of the reasons that we're looking to get some secondary service to the Industrial Park.

Mr. Griffith sent the letter and called to follow that up. He didn't give me any indication as to how they're proceeding with the wells and stuff like that. It was more just this is where we are, this is what we're looking at, keeping him in the loop as we move forward. So I don't know where they are, if they're still looking into the wells or what their thoughts are on it. He's aware of what we're doing and when we're going to do it.

Mr. Ball said he hadn't had time to sit down with Kenny on this one yet but he did get an email back from our modeler. If we build a Pittsburgh Avenue water line, that would give us a small benefit to the Industrial Park during normal operations. If you open a fire hydrant at Owens Corning that would give you a 30 psi bolster over opening a fire hydrant current condition. There are some benefits if we model a water break in the East Gambier Street, it does give you some benefits during a downtown water break. They're not overly substantial. At Keith's request, we compared Crystal Avenue versus; Pittsburgh does give about the same benefit. If we do both projects, there's an incremental benefit, it's smaller but the size of the water line on Columbus Road starts to limit those benefits because I believe it's only a 10 inch not a 12 inch. We did just get some results on that. I have not had a chance to put those out to everybody but it would give us a little bit.

Mr. Burley asked if they did this test for downtown, if we had a break as we had last year.

Mr. Ball said yeah, if we had a water line either on Pittsburgh or on Crystal Avenue as a connective - connecting Harcourt, it does give some benefit and I will forward the detailed description. If we do exactly the same break, it takes the pressure away from the whole system. The idea would be if we had the same break and the guys are able to respond and get one or two valves shut, then we keep them up. That's a little bit theoretical.

Mr. Griffith said part of our issue with our response was going to the valves and $\frac{3}{4}$ of them were buried. So with our valve program, we're finding these valves, we're making sure they're accessible and operable. That's a big part of this.

Mr. Ball said Kenny, Jason Epley and himself are in agreement a valve program with the paving program. We're going out; we're searching for these valves ahead of paving. When we pave the road, we're putting the concrete collars around them so they're more visible, they're less likely to be damaged by snowplows. We're trying to integrate that. In the past, we just didn't have money to do that. Now stormwater, wastewater & water are paying for those manhole adjustments, water valve adjustments in our paving program and we're making a seamless action when we're going down the street. His crew's able to exercise and check those things as we're going. We're trying to double check that we have all the water lines and things replaced that need to be before we pave the road. We're pounding on Columbia Gas, we sent the revised paving list (inaudible) Columbia Gas; we're supposed to have another meeting. Trying to launch a paving program is a big project.

Mr. Griffith said we've identified all of our critical users, some of our main transmission lines. (Inaudible)

Mr. Burley said the last thing would be is do we intend or we should take our water models and meet with Owens Corning and close the loop on that.

Mr. Ball said he thinks it would be a good idea. I think the one thing we didn't mention is long-term planning to get where we need to be on the liability. We're probably looking at

constructing a water tower somewhere near the Twin Oak School and tying that directly in the Industrial Park. That is another piece of our water model that we're working on, evaluating location, sizing. The Country Club, that area has had four water outages within the last twelve months. We've had two water outages in the Industrial Park. The long-term master plan has always been to have a tower somewhere near the Industrial Park. That wasn't physically typed in the 2003, maybe it was mentioned, it wasn't listed as a project. This master plan, the water tower will be listed as a project. We've asked Mr. Scott to take the funding account for the standpipe that is in the Cemetery and rename that to the South End Water Tower since the standpipe has been formally decommissioned. We're going to create a line item savings account for this water tower as we start that process.

Mr. Dzik asked if we were talking ten years down the road.

Mr. Ball said it kind of depends. It depends on ADF; there's land that is readily developable. My understanding there's people interested in the RJM property. We're seeing a boost in growth. We may see some more interest in Cooper Progress Park and we've got a couple folks looking at the Shalmar/American National Can property. The thing we don't want to do is wait until we're behind. I think we get it sized, get some pricing - with the school about the real estate. It's something we want to get penciled in. It could be ten years it could be five. I think we need to respond to our user's needs. If this is something that we look at Owens Corning and a few other partners are doing and this is a critical need, we'll let everybody know. The idea is we set up a savings account, put a little bit of money away every year - it won't hurt that bad to build a water tower. That's exactly what we do with the reservoir, since 2004, we've been putting money away to make these repairs and we're not asking for a loan or anything. We're just going to take care of our reservoir. I think that's the important aspect of master planning.

Wastewater Plant/Digester Update

Mr. Dzik asked about Wastewater plant, but mostly digester. How's that going?

Mr. Ball said he doesn't know how much time Kenny spent out there. I spent a little bit of time with Burch Hydro's sewage press. All four have been completely emptied. The two digesters in the front and the two holding tanks. They completely cleaned out trash all the way down, those have been photographed, documented. The mixing system in digester number two has completely failed. When I was out there last you could see that they have upset tummies. You're restarting from scratch. Jason seemed pretty confident in the process. Our design consultants are working feverishly on the design. We are in the last few questions of applying for the federal money through the 594 program in the Water Resources Development Act. We have some very technical questions about the metered versus unmetered water. I sent that over to Lisa to get started on and she'll probably need Mathias' help. We're on the list for the EPA Revolving Loan money. We are listed as a competitive advantage project with the MORPC to hopefully keep that on the radar. As we look at the stimulus money, I think this is something we need to look at to see if it qualifies. That's where we are on the wastewater/phosphorus.

Mr. Burley asked what the status of engineering was. Is that ongoing?

Mr. Ball said CEC Consultants, their guys out of Bridgeport, West Virginia are working on the digester, the new lids, the new mixing system, repairing the liners, treating the machine

that would take the trash and the rags out of the wastewater flow. We've got that spec'd out. We're evaluating heat exchangers, those are original 1950's equipment. We may go ahead and change out the heat exchangers while we're there. They will be presenting us a near final set of plans for review. The other thing we've started doing, this is not something our regular construction contractors would be doing so we've been reaching out to the larger construction companies. We've had two larger companies come and tour the plant, do a meet and greet with the staff, see what we're going to be working on - kind of get it on their radar for bidding. We're trying to reach out to more companies because there's not probably ten companies that would bid on this work. I'm just trying to get that out there so our partners are aware that this is coming.

Mr. Burley asked if the engineering estimates come with the final design or is that after that.

Mr. Ball said that would be part of it. We're still looking at two phases. We'd be looking at a digester upgrade and then a phosphorus/sludge processing phase. Those are unchanged at this point but those will be submitted with the 90/95% plans. We're working feverishly to try to get as much grant money because we know about how many zeros this has, we don't know the number.

OTHER

Mr. Ball said the question has come up; we have this potential stimulus money. Keith, Elizabeth, Emily, Brian, Mr. Griffith and Mr. Orndorf have been working to restack our strategic plan. What I think you'll see is our work group may be coming back within a month to kind of prioritize the projects that we have in the system. We're looking at the Distribution/Collection system, things that are replacing existing problems, doing system extensions to customers. Emily McKinley's been working very hard to get postcards out to the different neighborhoods determining their interest in water system extensions. We do have a couple wastewater extensions that are also in the cue. Keith and Elizabeth have worked very hard to evaluate a benefit cost procedure to where we would look at where we should spend our money first and how to prioritize that. There's a lot of discussion still to be had about service availability. The last thing that was thought about was if we receive federal funds that are sent to us similar to the Community Development Block Grant, there may be an opportunity where we would waive service availability or even potentially look at using some of those funds to waive some of the tap fees for people that would qualify. There's a lot of work left to and I want to personally thank Keith, Elizabeth, and Emily for putting in a lot of time. Keith and Elizabeth are obviously volunteering but we kind of brought them into Engineering and put them to work full time. It's been really good discussion and picking up from where Mathias and I were, we had a list of projects but we didn't have any metrics on how to evaluate the projects and pick which one we should do first. I think you will be seeing great work products from our sub-committee. If some of these projects can be 50% or more grant funded, it really moves the needle and really makes this a lot more cost justified than us paying straight cash for it.

Mr. Burley said Mr. Ball covered it quite well. There's some opportunities. Emily's done a good job of trying to gauge interest and then grant money really is what has to drive the process. If there is that funding available then that really starts to make some sense of the project.

Mr. Ball said what he thinks you'll start to see from the sub-committee, we'll start with a list of projects we see as a priority. We'll grade those based on the benefit to cost ratio; whether we

have the EPA permits, whether we have the real estate. The number of customers. We'll have a list of metrics that we're grading these projects and then I don't know if we'll vote on a master plan or how we want to do that at our next meeting. At some point, we would want to adopt a general master plan that we could then present to City Council. Obviously, like our 2003 plan, priorities change a little bit. If we have a developer show up and wants to share in project, that moves one project ahead of another. If an area may qualify for more grant money. We're working pretty feverishly on the Clintonville water/wastewater. We've had surveyors out. Those water lines are continually breaking. That is in design. I see that as a pretty high priority project. Kenny's spent a lot of time, the Longitude and Latitude folks have lost water, I don't know how many times. They've lost water over and above our two major outages because of the aging condition of pipes going to their neighborhood.

Mr. Burley asked if the Clinton Road project is a 2022 project. We've got a compliance issue with the lift station.

Mr. Ball said our goal is to launch the Wastewater Phase I this August. We have a permit for it. I've asked my designers to expedite Phase II, so potentially; with a little bit of stimulus money we could tag on the Phase II Wastewater. We'll have to evaluate the water part of it. We may be able to get part of that done this year or that may be a spring project. It's probably something we can't do while we're doing the reservoir. Potentially we could get the water part bid this year. I'd like to actually do some of the wastewater.

Mr. Griffith said they had the wastewater phased out for three years to get that all replaced. That meets our compliance schedule.

Mr. Ball said we're going to look at some side ways to maybe eliminate part of the pump station. Kenny had a really good idea. We're also going to look at some long-term things that would get us a better option for gravity. We don't want to go too far down a rabbit hole but we're going to look into. If we get part of this on gravity, we'll do it. It won't change the first two phases at all. It would be just changing the direction of the flow. We got a lot of work to do. This is something we will have quite a bit from Rob. We did research all the way back to the beginning of the subdivision; there are absolutely no easements whatsoever for this sewer line. Part of our set back is we're going to have to get an easement for each individual property owner. This is something we've been working with Rob and Lacie. That's really the biggest part of that project.

Mr. Griffith said while we're talking about easements, I have an issue. I've got a sewer line, I only have one manhole that I can access this line from - it goes to a dead end. There is a brick structure with an old abandoned tap in that structure and it's deteriorated. So I've got a sewer line that's blocked with bricks, I can't get to it and it happens to be underneath a garage.

Mr. Ball said let's look at that. We probably have to do some research. Lacie holds the easements for the City. If we have them on file, if not we'd have to go to the courthouse.

Mr. Griffith said he did ask Lacie about it, she was looking into the easements.

Mr. Ball said we may end up buying some real estate if we don't have the authority to do that. It's really important to get the easements recorded. These are the things that happen to us when we're short staffed.

Mr. Dzik said most of these easements not being recorded predate Mr. Ball.

Mr. Ball said the last intern spent a lot of time with Lacie organizing all the easements and deeds.

ADJOURN

- Adjourn Motion

Mr. Burley made a motion to adjourn the meeting, Mr. Ball, second and the meeting was adjourned at 9:42 a.m.

RESULT:	ADJOURNED ES MOTION [UNANIMOUS]
MOVER:	Keith Burley, Alternate Member
SECONDER:	Brian Ball, City Engineer
AYES:	Ball, Dzik, Burley
ABSENT:	Orndorf, Doolittle

Rick Dzik, Chairman

Lindsay Hoar, Recording Secretary