



Utilities Commission
Commission Meeting

Agenda

November 2, 2021
8:30 AM

CALL TO ORDER

MINUTES APPROVAL

- Utilities Commission - Commission Meeting - Oct 5, 2021 8:30 AM

ADJUSTMENT JOURNAL

- September Adjustment Journal
- October Adjustment Journal

NEW BUSINESS

OLD BUSINESS

Crystal Avenue Water Extension Project-Design

Billing Software/Invoice Cloud Update

October Kick-Off Meeting Update

Aging Report/Tax Lien Procedures/Deceased Customer Close-out Procedure Updates

Westgate Trailer Park Agreement-Engineering & Construction Costs

Extended Payments for Water Tap Fees

Stormwater Rules & Regulations Update

Existing Document Updates & Service District Rules & Regulations

Wastewater Treatment Plant Update

Status of Chemical Tests for Phosphorous

When is Detailed Engineering/Design Kick-off Meeting?

New Gambier Road Reservoir Update

Oak St & Catherine St Update

Clintonville Update

Water Treatment Plant Update

New SCADA Update

Lime System; Process Selection, Engineering, Project Timeline, Anticipated Cost

Clarifier Refurbishment-2022 Project

Right Sizing Plant/Operational Change

Gilchrist Estates Update: Water, Wastewater, Stormwater, Streets

Status of Stormwater Design Review

Stormwater Control Measures during Construction

Inspection Contractor Plan

Citywide Curb and Gutter Restoration Program

New Gambier Rd. High Pressure Line Looping

Major Equipment Purchase Update: Vac truck, Street Sweeper, Valve Turning Trailer

Sourcewater Assessment Plan Update

OTHER

ADJOURN

ADJUSTMENTS
SEPTEMBER 2021

Account #	M-Adjust #	Amount	Name	Address	Leak Credit Y or N	Reason	Date of Credit
23*56*9	M075603	\$ (62.40)	Christine Algren	803 W High St	Y	Gasket leak-Customer side	09/07/21
	M075604 thru M075638	\$ 5,440.00		Non-payment fees for September shut-offs	N	September 2021 non-payment fees- 136 shut-offs	09/08/21
14*55*10	M075743	\$ (280.70)	Jennifer Dilgard	109 N Catherine St	Y	Service Line Break-Half of water & all of wastewater back to average	09/09/21
20*84*1	M075746	\$ (45.12)	John Sapp	305 Locust St	Y	Outside spigot leak-Wastewater back to average	09/10/21
08*50*4	M075745	\$ (53.58)	Bunny Vance	518 Coshocton Ave	Y	Wastewater back to average-Half credit per Kenny & Rick	09/10/21
10*69*5	M075752	\$ (192.90)	Adam/Danielle Hoar	202 E Hamtramck St	Y	Service Line Break-Half of water & all of wastewater back to average	09/14/21
95*332203*1	M075754	\$22,167.14	Westgate Mobile Home	Design & Construction Costs	N	Total of \$25707.50 minus \$3505.46 payment before contract was finalized by Eng./Law Director	09/15/21
	M075759 thru M075765	\$14,375.05		Sale of water	N	August Sale of Bulk Water/Discharge	09/15/21

Communication: September Adjustment Journal (Adjustment Journal)

Any Adjustment over \$500 goes to Water/Wastewater Commission

ADJUSTMENTS
SEPTEMBER 2021

	M075797 thru M075818	\$ (1,921.12)		Pool Credits	N	Pool Credits-Wastewater back to average	09/28/21
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Any Adjustment over \$500 goes to Water/Wastewater Commission

ADJUSTMENTS
OCTOBER 2021

Account #	M-Adjust #	Amount	Name	Address	Leak Credit Y or N	Reason	Date of Credit
	M075831 thru M075872	\$ 5,160.00		Non-payment fees for October shut-offs	N	October 2021 non-payment fees- 129 shut-offs	10/06/21
24*97*3	M075970	\$ (86.72)	Michael Cochran	905 W. Gambier St.	N	Pool Credit-Wastewater back to average	10/08/21
22*57*12	M075973	\$ (54.60)	Nathan Bailey	107 Franklin St.	N	Pool Credit-Wastewater back to average	10/10/21
50*12*3, 50*13*3, 50*19*3	M075976 thru M075978	\$ (138.96)	Cooper Park		N	Double-billed accounts-taking off current bill as account should never have been active	10/11/21
	M075988 thru M075985	\$12,113.54	Bulk Sale of Water		N	September bulk water sales & discharge	10/13/21
08*348*1	M076007	\$ (61.90)	United Entertainment	11535 Upper Gilchrist	N	One time waiver of late fees- Customer mailed payment well ahead of time	10/21/21
50*12*3, 50*13*3, 50*19*3	M076016 thru M076018	\$ (1,776.35)	Cooper Park		N	Double-billed accounts-credit for amounts paid by Cooper Park since October 2020	10/28/21

Communication: October Adjustment Journal (Adjustment Journal)

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