Jennings Northwest
Regional Utilities

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Manager's Agenda

Board Meeting

January 19, 2004

- REMINDER; February Meeting
  - The February board meeting is rescheduled for Tuesday, February 17, 2003 due to the library being closed for President's Day.
- REMINDER; 4-Year Board Member terms
  - I've provided a copy of IDEM's SECOND ORDER MODIFYING THE ORDER FORMING THE JNRU; this order specifies that board member terms are four years.
- WWTP 2003 Year-End Review

  Percent Removal Summary:
  - BOD5: 96.5%
  - Total Suspended Solids: 92.5%
  - Ammonia:.....92.2%

  Annual Average Flow: ..... 292,000 gallons/day
  Percent of Design Capacity: .....22% (of 1.3 MGD)
- 2003 Quarterly Finance Report; 4th Quarter:
  - *Common Water/Sewer Department Issues:*
    - Customer Loss
    - Major infrastructure failures are costing the utilities a lot for O&M.
    - Both will need to have the rates and rate structures studied.
    - Cash Operating Balances
      - **Water Department**: dropped below the required limit in December and will continue to drop until April when the Availability Fees are due.
      - **Sewer Department**: first dropped below the required limit in October and continues to drop and it too will continue to drop until April when the Availability Fees are due.
  - *Water Department*
    - Water Loss: 21% average loss for 2003
    - Jennings Water, Inc.
      - Rate increase; possibly a 30% increase
  - *Sewer Department*
    - WWTP freezing during the winters
    - CSL appeal has hopefully ended for the last time to allow for paying off the 1999 BANS.

- Documents to remember:
  - Board Meeting minutes approval
    - October 20, 2003.....(Collect signed copies for office file)
    - December 15, 2003.....(Collect signed copies for office file)
  - Claims Dockets
    - January 19, 2004 .....(Collect signed copies for office file)
  - DMR/MRO signatures
    - December 2003 reports (NO violations)