

Manager's Agenda

Board Meeting

July 17, 2006

➤ DOCUMENTS ATTACHED

- Agenda
- Meeting Minutes
 - *June 19, 2006* (Agenda Item)
- Monthly Financial Charts
 - *June 2006*
- Claim & Transfer Dockets
 - *June 2006* (Agenda Item)
- Jennings Water, Inc. (JWI) Documents
 - *July invoice, with new rate notice printed on bill...no enclosures*
 - *Newsletter (missing enclosure; first notification about new rate being in effect)*
 - *JWI Rate schedule*
- Ordinance No. 2006-2; Water Rate Ordinance (at meeting) & Rate Study
 - *Draft water ordinance prepared primarily to address the increased cost of purchased water, but also to address the cost of inflation, loss of customers and necessary improvement projects.* (Agenda Item)
- Consumer Confidence Report (CCR)
 - *Annual Drinking Water Report*
- Misc. Documents
 - *Local Community Rate Comparison Tables*
 - *Station Problems; General outline of station conditions.*

➤ GENERAL INFORMATION

- Common Water/Sewer Department Issues:
 - **JNRU Web Site; Costs:**
 - Hosting/Domain name (2 years) = \$85.00
 - Creation-to-putting online (Wolf Creative Services; 1x) = \$500.00
 - Maintenance (Wolf Creative Services; monthly) = \$75.00
 - **JNRU Website; Layout**
 - Sample company logo and web page header for review and comment.
 - **2nd Quarter Financial Charts & Graphs**
 - Attached for discussion
 - **Local Community Rate Comparison Tables**
 - Attached and updated with new JWI rates.

○ Water Department

- **Jennings Water, Inc. (JWI); UPDATE; Planned Rate Increases**
 - **33.59% Increase effective July 1, 2006:** Mamie Erickson, the utility manager, stated that *“We’re just doing what the Directors wanted.”*, when asked what happened to JNRU’s request to be given advanced notice of JWI’s schedule to increase service rates in order that JNRU could coordinate its own rate ordinance to address the increased expense. This increase is an estimated additional \$6,000+ per month expense (approximately \$75,000/year increase)for Purchased Water.
 - **Prior to last month’s JNRU board meeting:** I spoke with Christy, a JWI clerk, who (when I asked about the rate change schedule) informed me that a Rural Development loan was closed on Wednesday, June 17, 2006 and that contracts were awarded to the construction contractor(s). She is forwarding my request to speak with the JWI Treasurer, Mark Biehle, about actual rate changes and an implementation schedule. Mr. Beihle never returned the call.
- **Ordinance 2006-2; Water Rate Ordinance**
 - **Tonight;** first reading and schedule rate hearing for the next board meeting (August 21, 2006). After board considerations and approval a public notice will be prepared and published in the local newspapers. The earliest that the new JNRU rates can be implemented on a billing cycle is September 1, 2006; this billing cycle reflects water use between July 17, 2006 and August 17, 2006.
- **Consumer Confidence Report (CCR)**
 - The CCR was direct mailed to every water customer, posted in public places, and provided to the County Board of Health and IDEM as required.

○ Sewer Department

- **Wastewater Treatment Plant (WWTP);**
 - **Possibly one Violation in July:** a part-time operator made an error in CBOD analysis; I’m currently checking with IDEM on how the results should be reported (i.e. as a violation or not).
 - Pending funding to complete project
- **IDEM Agreed Order; WWTP**
 - Pending funding to complete project
- **IDEM Agreed Order; CSL Sewer Collection System**
 - **Collection System Evaluation and Rehabilitation Plan (CSERP);** due July 2006. In progress...
 - Extension of time being reviewed again...
 - Conference call scheduled for Monday morning at 9:00am to discuss necessary tasks, time to complete, and IDEM notices.
- **Phase I Sewer Expansion Project**
 - Pending funding to complete project

➤ **DOCUMENTS TO REMEMBER**

- Board Meeting Minutes approval
 - **June 17, 2006:(Monthly Meeting)**

- Claim Dockets
 - **June, 2006**

- DMR/MRO signatures
 - **June 2006 reports**