



## Manager's Agenda

### **Board Meeting**

November 20, 2006

#### ➤ **DOCUMENTS ATTACHED**

- Agenda
- Meeting Minutes
  - *October 16, 2006, regular monthly* (Agenda Item)
  - *October 31, 2006, Budge/Personnel* (Agenda Item)
- Monthly Financial Charts
  - *October 2006* (Agenda Item)
- Claim & Transfer Dockets
  - *October 2006* (Agenda Item)
- 2007 Budget (Preliminary)
  - For presentation and discussion (Agenda Item)

#### ➤ **GENERAL INFORMATION**

- Common Water/Sewer Department Issues:
  - **JNRU Web Site coming soon; Misc...**
    - Schedule: We're scheduled to put the new JNRU web site online prior to the December Board meeting; however, there will still be a significant amount of information to be included on the website as it evolves to the community's interests and needs.
  - **2006 Financial Planning Charts**
    - 10-Month Review; Q&A w/ Board and public. (Attached)
  - **Preliminary Budget 2007 Presentation**
    - Frequency and amount of rate adjustments: *Dependent upon many factors, including those listed below:*
      - **Inflation:**
        - *Approximately 5% per year*
      - **Loss of customers:**
        - *Minus 3% per year on average for five previous years.*



- **Cost of service:**
  - Purchased water from Jennings Water, Inc.:
    - 41% of water budget
  - Debt expense:
    - 22% of water budget
    - 42% of sewer budget
  - Capital Improvements Funds:
    - Practically non-existent, cut from budget over consecutive years after years of system neglect.
  - Agreed Orders:
    - *Several million dollars worth of sewer projects need to be completed to be in compliance with IDEM at the WWTP, CSL collection system and the Hayden community.*
- **Budget & Personnel Committees Meeting**
  - The Budget & Personnel Committees need to decide whether or not to schedule another meeting in order to make final adjustments to the 2007 Final Budget. The 2007 Budget will be submitted to the board for final approval at the December 2006 board meeting; I'm recommending Tuesday, December 12 or Thursday, December 14, 2006 at 4:00PM for a joint-committee meeting.
- **Rate Study Group (reforming)**
  - Some members of the previous Rate Study Group have already volunteered to be a part of the newly forming group; I do not anticipate an initial meeting until after the first of the year.
- Water Department
  - **New water rate went into effect November 1, 2006**
- Sewer Department
  - **Wastewater Treatment Plant (WWTP)**
    - One Violation in October: One E-Coli test was reported out of permit limits; typically we do not have a problem meeting E-Coli limits and I believe that, due to the colorimetric nature of the test,



that the results were misinterpreted and reported incorrectly. Regardless, the test could not be repeated, thus the results had to be reported as documented.

- The lagoons are still being drained in preparation for winter operations. Cold weather continues to inhibit our ability to remove ammonia, but to date we are still hanging in there.

- **IDEM Agreed Order; WWTP**

- Pending funding to complete project; still no comments from RD.

- **IDEM Agreed Order; CSL Sewer Collection System**

- Collection System Evaluation and Rehabilitation Plan (CSERP); due February 28, 2007 per board's letter requesting an extension. In progress...

- **December** update of the CSERP by Commonwealth; Q&A with the Board, staff and public to assist with the final submittal.
- Schedule Public Hearing for **January**; I'm suggesting the January board meeting be combined with the public hearing and held at the CSL clubhouse since the library will be closed on the normally scheduled meeting night.
- Submit to IDEM in **February** 2007

- **Phase I Sewer Expansion Project**

- Pending funding to complete project

➤ **DOCUMENTS TO REMEMBER**

- Board Meeting Minutes approval
  - **October 16, 2006:** ..... (Monthly Meeting)
  - **October 31, 2006:** ..... (Personnel/Budget Comm. Meeting)
- Claim Dockets
  - **October 2006**
- DMR/MRO signatures
  - **October 2006 reports**