



## Manager's Agenda

### **Board Meeting**

May 17, 2010

#### **DOCUMENTS ATTACHED**

- Agenda
- Meeting Minutes
  - *April 19, 2010* .....(Board Agenda)
- Claims & Transfers
  - *April 2010* .....(Board Agenda)
- Monthly Financial Planning Charts
  - *(Delayed since November 2009 due to software conversion & easement preparation)*
- Project Article; Utility Manager
  - *Construction Zone Ahead (MAY)*

#### **DEPARTMENTAL INFORMATION**

- Sewer Department
  - **Wastewater Treatment Plant (WWTP)**
    - Ammonia Violations in April: We experienced ammonia violations in April that were set off by construction work and made worse by operator disregard. I have addressed my concerns with the contractor and the operator and we have since fully recovered. We also experienced three overflows in the collection system in April.
  - **NPDES Permit Renewal**
    - Good News!
      - We'll be re-applying for a Minor (vs. Major) Municipal NPDES permit, which brings savings in the form of:
        - Lower annual State permit fees
        - Reduced monitoring requirements
        - No Bio-Monitoring
        - QAQC test kits provided by State
      - The new NPDES permit application will be prepared in June 2010 (*Due September 3, 2010*) with the assistance of Don Larson from Commonwealth Engineers.



○ **Sewer Improvement Project Update;**

▪ **Easement Acquisitions;** ongoing

▪ **Sewer Improvement Project Schedule;** *all constructions divisions are mobilizing and working as outlined below:*

- **Division A (WWTP) ..... Completion: January 2011**
  - *Graves Plumbing's concrete crews are setting forms for the new process tanks and removing the banks of the digester basin. A lot of process materials are being delivered to the plant for construction.*
- **Division B (Stations) ..... Completion: January 2011**
  - *Mitchell & Stark will begin work on Station No. 3 this week. They are planning to complete one station each month; there are seven stations in all.*
- **Division C (Station 1,2,&3 pipelines) ..... Completion March 2011**
  - *Lykins Contracting has installed approximately 312 valve pits and two (2) miles of vacuum main pipe in division "C". They will continue laying vacuum mains until complete in this division. They will install gravity lines to complete the construction work in this division, which will take a few more months.*
- **Division D (Station 4 & 6 pipelines) ..... Completion March 2011**
  - *Lykins Contracting will begin installing vacuum pits on the east side of the lake this week, beginning near "low-water" bridge and working on the lake side of Country Manor.*
- **Division E (Station 5 & 8 pipelines) ..... Completion March 2011**
  - *Lykins Contracting has not begun construction in Division "E". However, I anticipate they will begin installing vacuum pits in this division in June or July.*
- **Division F (Maintenance Building) ..... Completion May 2010**
  - *Bradshaw Building Specialists should begin construction of the new building soon. The new fence around the new maintenance building site and pipe yard is complete.*
- **Division G (Vale Pit Alarms) ..... Completion March 2011**
  - *Lykins Contracting will install vacuum pit alarms after the vacuum stations and collection system pipelines are constructed and operable.*



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- **Sewer Improvement Project Website; [www.JNRUProjects.org](http://www.JNRUProjects.org)**
  - *The project website is still under construction...*
- **Special Rate Policy;** Minimum usage fees charged when service is disconnected, based on 2,000 gallons (*\*Effective June 1, 2010*).
  - Sewer Only Policy
    - Debt Only: \$27.06
    - Debt and O&M: **\$49.18\***
  - Water (*Should there be a Special Rate Policy for Water?*)
    - Debt Only: \$12.65
    - Debt and O&M: \$28.72 w/ tax
  - Concerns
    - Effective Date; June 1, 2010 (*in two weeks*)
      - *Recommendation; postpone effective date until June 1, 2011 to allow time to share ideas and information with the community.*
    - Cumulative charge vs. monthly billing
      - *Current policy is a cumulative charge due with reconnect fee when service is reconnected. Is this the best way to bill/collect this fee.*
    - Effect on New Property Owners
      - *If an inactive account changes ownership after the effective date, will the new owner be required to pay "Special Rate"? If not, multiple-property owners could trade properties between corporations to avoid paying.*
    - Availability Fees; Thoughts to consider...
      - *Possibility of combining the "Availability Fee" with "Special Rate Policy" in some form...*
    - Water Rate Increase
      - *January 1, 2011 (10%)*
    - Sewer Rate Increase
      - *August 1, 2013 (5%)*
      - *August 1, 2014 (5%)*
      - *August 1, 2015 (5%)*
- Water Department
  - **Water Loss**
    - 19% average water loss between January and April 2010.
    - Loss is up and from 2009's 12% average loss; PRV's will help when installed.



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- **Radio-Read Meters**
  - Twenty-four (24) radio-read meters are installed. We'll begin providing board members with detailed monthly usage data and a brief training presentation in June.
  
- **Hydrant Flushing**
  - Fire hydrants were flushed on May 10-11, 2010 from 10:00PM to 12:00PM.
  - One fire hydrant at the intersection of Country Manor and Wildwood Drive was taken out-of-service due to age/corrosion. It is scheduled for replacement next week.
  
- **Jennings Water, Inc.; Representative Designation**
  - The Jennings Water, Inc. water board requires that the JNRU board provide *written authorization* for JNRU's designated representative so that the designee may attend JWI board meetings and/or vote at JWI elections.
  - I'll draft the appropriate document if the JNRU board wishes to appoint a designee for this purpose.
  
- **Lead & Copper Sampling**
  - Collecting samples in June; results due September 30, 2010.
  
- **Initial Distribution System Evaluation Plan (IDSE Plan)**
  - Plan must be complete and submitted by July 1, 2010.
  
- **Consumer Confidence Report (CCR)**
  - Must be delivered by July 1, 2010.
  
- Common Water/Sewer Department Information:
  - **District Boundaries;** *JNRU should revisit the idea of **de-annexing** areas of the District that it does not currently provided sewer service. Remember, in the eyes of the State, JNRU is responsible for solving sewage problems within its boundaries. EPA and IDEM will be enforcing environmental compliance in the foreseeable future (possibly within the year) in areas with failing sewage treatment systems; of which there are significant areas within the District. Remember, enforcement actions are very costly and controversial.*