

**Village of Hamilton
Municipal Utilities Commission
4:30pm
Regular Meeting of April 3, 2012**

APPROVED MINUTES

PRESENT: President John Basher; Commissioners: Larry Baker and Rob Gustafson; Village Administrator Sean Graham; Treasurer Mary Ann Henderson; Trustee Russ Lura; Line Foreman David Rhyde; Village Clerk Alana Scheckler; Mayor Margaret Miller

PUBLIC: None

President Basher called meeting to order at 4:30p.m.

APPROVAL OF AGENDA: A **motion** was made by Commissioner Baker to approve the agenda as presented. The **motion** was seconded by Commissioner Gustafson and carried.

APPROVAL OF MINUTES:

Regular Meeting of March 6, 2012: Administrator Graham requested the word “will” be changed to “may” in the second sentence under section Time Warner Cable Agreement. Under section Natural Gas Agreement change the spelling of “Rouscher” to Rauscher.” Under section New Business-Budget, President Basher requested \$400,00.00+ be changed to \$400,000.00+. Administrator Graham requested under that same section to add to the last sentence “for engineering for sewer main replacement.” A **motion** was made by Trustee Lura to approve the March 6, 2012, minutes as presented. The **motion** was seconded by Commissioner Gustafson and carried.

PERSONNEL: No Report.

ELECTRIC

New Business

Line Foreman’s Report: Line Foreman reported they have started to set poles to raise wires on Payne Street. Line Foreman Rhyde reported he received a call from Ken McCullen and all the money has been used up for the attic insulation program. There are still at least two more residents/business that qualify. It was suggested that the IEEP money be used. The Commission agreed. Line Foreman Rhyde attended a Dig Safe training at the Turning Stone. Line Foreman Rhyde and Treasurer Henderson will review the truck bids for the rate case.

Status of Delinquent Accounts: Clerk Scheckler distributed two lists to the Commissioners. President Basher questioned the Preston Hill Road account. Trustee Lura asked if a lien had been placed on the property or if the County took it for back taxes. Placing a lien on the property is not an option.

Meal Allowance-training/per diem: Clerk Scheckler stated she emailed all Commissioners with the new verbiage. Bart King has signed off on new verbiage. Clerk Scheckler contacted

the union rep. A **motion** was made by Commissioner Baker to recommend to the Trustees to approve the meal allowance amendment to the contract. The **motion** was seconded by Trustee Lura and carried.

Budgets: Treasurer Henderson reported that minor changes were made for salary adjustments.

Time Warner Cable Agreement: Papers have been signed. There are concerns with the fire alarm system. Line Foreman Rhyde will meet with TWC and go through each Village building.

Raider Ranch: The mayor reported she spoke with Ron Bono from the Town of Madison and they are not willing to annex any property.

Old Business

Natural Gas Agreement: Administrator Graham reported the information meeting held at the HCS LGI room went very well and was well attended. Attorney Kevin Brocks is focusing on what the Village will need to get done once the referendum passes. Administrator Graham met the CEO of Norse, Mark Dice, at the Village airport by chance and they will talk in the near future regarding gas.

Rate Case: Rate Design Options were distributed to the Commission. Administrator Graham set a meeting with Frank Radigan and the MUC at 4:30pm on April 11, 2012, at the Village Office to discuss this information.

NERC Audit: Administrator Graham reported our MUA will do for us. All information has already been gathered through our public service commission reports.

ION Make Ready Work: No report.

Credit Card Payments: Commissioner Gustafson asked on the status of accepting credit cards for paying utility bills. More time will be focused on this after the budget.

WATER

New Business

The annual water quality report is complete and will be published.

Old Business

SEWER

New Business

Blue Heron: Two years ago this firm worked on the secondary clarifier but failed to file their final paperwork. They now have filed the paperwork. There is some concern that our crew has done Blue Heron's punchlist items. The Commission wanted this investigated further and reviewed by our attorney.

Old Business

MRB Draft Report/Chesapeake Bay Limits: A letter has been drafted to the Governor. Jimmy

Joe Carl is putting together a scope of services study.

CLAIMS: Commissioner Gustafson reviewed the claims and made a **motion** to pay them. The **motion** was seconded by Trustee Lura and carried.

Financial Statements: The Gross Profit report was discussed and all agreed it is very confusing and not useful. The electric fund revenue is at 74%, expenses are at 67%. The water fund revenue is at 73%, expenses are at 69%. The sewer fund revenue is at 80%, expenses are at 64%.

The next meeting will be April 11, 2012 at 4:30pm, at the Village Office.

ADJOURNMENT: There being no further business to come before the Commission, Trustee Lura made a **motion** to adjourn. The **motion** was seconded by Commissioner Gustafson and carried. The meeting was adjourned at 5:28pm.

Submitted by,
Kim Taranto