

**Village of Hamilton
Municipal Utilities Commission
4:30pm
Regular Meeting of March 6, 2012**

APPROVED MINUTES

PRESENT: President John Basher; Commissioners: Larry Baker and Bob Holcomb; Village Administrator Sean Graham; Treasurer Mary Ann Henderson; Trustee Russ Lura; Line Foreman David Rhyde; Village Clerk Alana Scheckler; WWTP David Jordan; Water Dept. Bart King.

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 Holcomb and carried.

APPROVAL OF MINUTES:

Regular Meeting of February 7, 2012: A **motion** was made by Commissioner Baker to approve the February 7, 2012, minutes as presented. The **motion** was seconded by Commissioner Holcomb and carried.

PERSONNEL: Line Foreman Rhyde is back from medical leave. Police Chief Gifford will be back in 6-8 weeks.

ELECTRIC

New Business-Budget: The Commission reviewed the preliminary budget and Line Foreman's proposed projects such as: a new sprinkler system for the powerhouse, a new digger derek, new primaries on Spring Street, a new generator, and new streets light downtown. The rate case was discussed. Balance sheet accounts were explained to the Commission by Treasurer Henderson. A **motion** was made by Trustee Lura to recommend approval of the water, sewer and electric budgets to the Board of Trustees. The **motion** was seconded by Commissioner Baker and carried.

Line Foreman's Report: Line Foreman reported he is still looking for homes that use all electric heat for the IEEP program. Fifty transformers will be disposed of. Line Foreman Rhyde had to stop the work being performed by ION due to safety concerns. Line Foreman Rhyde wanted to know if he should have someone with him when he starts looking at trucks. Crews are checking transformer numbers and cards for Clerk Scheckler.

Status of Delinquent Accounts: Clerk Scheckler distributed two lists to the Commissioners. The second list was the list requested by the Commission on accounts that have received late letters, delinquent letters and are final. They then will be levied on the taxes.

Meal Allowance-training/per diem: Clerk Scheckler stated that training will be in April so there is some urgency in resolving this issue. Right now the Village does not have a credit card. Clerk Scheckler asked if workers attending out-of-town training could receive a per-diem rate. Providing receipts was discussed. Administrator Graham will discuss language with Bart King for approval.

Time Warner Cable Agreement: The current contract will expire in 2014 and will need to be renegotiated. There may be a decrease in revenue due to ION supplying service to Colgate. Line Foreman Rhyde stated that TWC is being considered for Airport and WWTP internet service and for all Village phone service. A **motion** was made by Trustee Lura to proceed with TWC for internet at the Airport and WWTP. The **motion** was seconded by Commissioner Holcomb and carried.

Semi-Annual MEUA Meeting: Administrator Graham stated he will be on vacation and will not be able to attend the meeting. Administrator Graham recommends Ken Stabb from Booneville as the Village's proxy. A **motion** was made by Commissioner Holcomb to accept Administrator Graham's recommendation. The **motion** was seconded by Commissioner Baker and carried.

Old Business

Natural Gas Agreement: There is a meeting with the PSC on March 7, 2012. An informational meeting is being planned for the Village residents. There will be another mailing going out. Dave Rauscher suggested doing a grid.

Rate Case: There has been no word from Frank Radigan.

NERC Audit: Will discuss with Frank Radigan after the rate case is complete.

WATER

New Business-Budget: Meter sales are down, primarily due to Colgate's high efficiency repairs. If sales continue to decline, a rate increase will be considered. Possible ways to increase revenues were explored. Bart King stated there really is not any other way to increase revenue in the Village. Developing a new water district will be brought to the Board by Trustee Lura. Bart King explained his proposed repairs and expenses to make those repairs. The Ross valve will be abandoned. A new well is the number one priority. A contingency account was established.

Line Foreman Rhyde reported Jeff Schindler and Chris Carhart have been working on recording inventory. They are working on standardization on Mueller valves and hydrants.

Old Business

AT & T Request: Contract revisions were made. A **motion** was made by Commissioner Holcomb to recommend to the Trustees to authorize the Mayor to execute the contract with AT&T. The **motion** was seconded by Commissioner Baker and carried.

SEWER

New Business-Budget: Treasurer Henderson distributed a preliminary budget. Dave Jordan

made his department requests. Revenues are down from last year by \$30,000.00. Major factors were interest & penalties and refund of prior year expenditures. An anticipated 30% sludge increase has been figured into the budget. A new sludge press will need to be looked at for future budgets. That cost could be \$400,000.00+. A contingency account will be established. Capital Projects were prioritized. There are no bonds that are expiring. Trustee Lura would like to allocate \$38,750.00 for engineering costs from the unappropriated fund balance for engineering for sewer main replacement.

85 Eaton Street-Sewer Relief: Had a water leak from an outside faucet. Jeff Schindler verified it did not enter the sanitary system, therefore, Administrator Graham is recommending a sewer relief of \$198.28. A **motion** was made by Commissioner Baker to approve the sewer relief for 85 Eaton Street of \$198.28. The **motion** was seconded by Commissioner Holcomb and carried.

Old Business

MRB Draft Report/Chesapeake Bay Limits: Administrator Graham has a meeting on March 13, 2011.

Retirement Accounts: There are two retirement accounts, one through the MUC and one through the general account. The retirement system is requesting to combine these accounts. The Commission wants something in writing stating that combining these two accounts will not affect anyone's retirement.

DEC Notice of Violation: Our petroleum bulk storage facility at DPW received the violation. Monthly inspections were in Administrator Graham's office and when the inspector was here Administrator Graham was in a meeting out of the office. Randy Weaver now has a copy at his office as well as in Administrator Graham's office. The tanks were not appropriately labeled. Randy Weaver will rectify on March 7, 2011, and the DEC will be notified.

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

Financial Statements: The electric gross profit was down to 16%.

The next meeting will be April 3, 2012 at 4:30pm, at the Village Office.

ADJOURNMENT: There being no further business to come before the Commission, Commissioner Holcomb made a **motion** to adjourn. The **motion** was seconded by Commissioner Gustafson and carried. The meeting was adjourned at 6:50pm.

Submitted by,
Kim Taranto