

**Village of Hamilton
Municipal Utilities Commission
4:30pm
Regular Meeting of September 11, 2012**

APPROVED MINUTES

PRESENT: President John Basher; Commissioners: Larry Baker, Rob Gustafson, and Bob Holcomb, Village Administrator Sean Graham; Line Foreman David Rhyde; Trustee Russ Lura.

PUBLIC: Sally Lura

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

APPROVAL OF AGENDA: The following additions were made to the agenda:

1. Add minutes of Special Meetings of July 30 and August 16, 2012
2. Natural Gas- add update
3. Water-New Business- 11 College Street

A **motion** was made by Commissioner Baker to approve the agenda as amended. The **motion** was seconded by Commissioner Holcomb and carried.

APPROVAL OF MINUTES: Regular Meeting of August 14, 2012: The following correction was requested:

1. Water-New Business-2nd sentence change “power” to “water.

A **motion** was made by Commissioner Holcomb to approve the August 14, 2012, minutes as amended. The **motion** was seconded by Commissioner Gustafson and carried.

Special Meeting of July 30, 2012: A **motion** was made by Commissioner Holcomb to approve the minutes of the July 30, 2012, minutes as presented. The **motion** was seconded by Commissioner Gustafson and carried.

Special Meeting of August 16, 2012: A **motion** was made by Commissioner Baker to approve the minutes of the August 16, 2012, minutes as presented. The **motion** was seconded by Commissioner Holcomb and carried.

PERSONNEL: The new part-time office position will be posted in a few weeks.

ELECTRIC

New Business

Line Foreman’s Report: Line Foreman Rhyde reported the crew is working on Payne Street.

Status of Delinquent Accounts: The Commissioners questioned an account on Utica Street and Broad Street. Putting a lien on a property was discussed. Administrator Graham stated electric cannot be levied on taxes. There are no other concerns at this time.

Transformer Bid Results: No report.

Street Light Bid Result: Administrator Graham reported that the Street Light Bid. The lowest responsible bidder is Utica Valley at \$176,465.00. He is recommending to the Commission to accept the Utica Valley Bid. Administrator Graham stated that we did not want to order the lights until we had heard from the PSC regarding our pending rate case. Frank Radigan contacted the PSC and we have an email from the PSC stating to go ahead and place the order. The price is only good for 30 days so Line Foreman Rhyde will be putting in a purchase order for the Digger Derrick, the Bucket Truck, and the Street Lights. A **motion** was made by Commissioner Holcomb to accept Administrator Graham's recommendation to award the bid of the street lights to Utica Valley. The **motion** was seconded by Commissioner Baker and carried.

Village Office Steps: Administrator Graham stated that the outside steps on the side porch (next to Treasurer Henderson's office window) are rotten and need to be removed or replaced. Because these steps are no longer used, he is recommending that they be removed and a railing be installed to match the existing railing on the porch. The Commissioner all agreed with the recommendation to remove them and add a railing.

Administrator Graham distributed the draft consulting engineer services agreement with Jason Fleming to the Commissioners and asked that they forward any changes to him via email.

Old Business

Rate Case: Administrator Graham reported that all the PSC's questions have been answers. In 2004 we received a rebate/refund from NYSEG for \$260,000.00. At first the PSC wanted us to give it back to our rate payers. MEUA Delegates wrote to the PSC stating they would rather have it spent on capital improvement projects. We earmarked the money for a sheltered isle switch gear and a bucket truck. The money was to be put into an account that could be tracked and collect interest. We purchased the items in 2007. The money sat in the account for three years, never being tracked. The PSC found this upon reviewing for the new rate case. Bollam, Sheedy and Torani, who were not our accountants at this time, drafted a letter explaining what happened. A draft of the letter was given to the Commissioners. The PSC will be here the last week of September.

WATER

New Business

Last Sunday night Bart King and Dave Suydam started flushing mains and two hydrants were broken. One has been replaced. The annual inspection by the Madison County Department of Health was done 2 weeks ago and all was good.

11 College Street: They used 71 units of water. The owner would like to have the meter checked. Line Foreman Rhyde will investigate and report back

Old Business

SEWER

New Business

Chesapeake Bay Draft Letter: Administrator Graham reported he has a letter drafted by MRB, that he will email to the Commissioners, and would he would like the Commissioners to review the letter and email any changes to him. MRB has been asked to address the issue of economic development and future community growth. Administrator Graham stated that this will be an annual increase to residents of \$300-\$400.00 per person on their sewer bill. Putting this letter in the papers and on RadioFreeHamilton was suggested. Possibly having Jim Leach draft something to give to the residents was also suggested.

Old Business

Natural Gas

New Business

We received qualifications from 8-9 engineers interested in gas that will be looked over by Attorney Brocks and Administrator Graham who will then brief the MUC. Administrator Graham distributed a draft agreement for Mr. LePage. Trustee Lura would like something in the agreement at least one day a week. He stated Mr. LePage should spend time here getting to know the routes and the Village. Administrator Graham would like them to review the agreement and email him with changes.

Old Business

No report.

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

Financial Statements: The financial reports were distributed. Electric revenue at 26%, expenses at 17%. Water revenue at 40%, expenses at 20%. Sewer revenue at 34%, expenses at 21%.

The next meeting will be **October 9, 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 Baker and carried. The meeting was adjourned at 5:30pm.

Submitted by,
Kim Taranto