



# CITY OF BISHOP

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## Minutes

### Water and Sewer Commission

11 January 2011

#### Call To Order:

Chairman Cross called the meeting to order at 7:03 P.M.

#### Pledge of Allegiance:

The Pledge of Allegiance was led by Chairman Cross

#### Commissioners Present:

Cross, Underhill, Mathieu, Pecsí and Bhakta

#### Commissioners Absent:

None

#### Others Present:

Dave Grah, Public Works Director  
Deston Dishion, Public Works Superintendent  
Michele Thomas, Secretary

#### Public Comment

None

#### Correspondence

None

#### (1) Approval of the Minutes

Commissioner Underhill moved to approve the minutes of the November 9, 2010 meeting as written and motion carried.

#### New Business:

None

#### Old Business:

#### (2) Discuss possible joint meeting with City Council scheduled for 24 January

The joint meeting with City Council is scheduled for 24 January at 4:00 pm in the City Council Chambers. The topics of discussion will be to review the roles, responsibilities, priorities for the

Commission and Council / Commission communications. The meeting will be lead by the City Council. The City Administrator and possibly the City Attorney will also be present.

**(3) Debit/credit card payment option update**

The Commission and staff agree card fees should be paid by the customer using the card rather than the city if cards were to be used when making payments. Even though the city may not pay fees, it was noted there could be significant additional work load for staff if card payments were allowed. Thomas hopes to have the final documentation regarding the service from Union Bank by the March meeting to share with the Commission. The Commission is still interested in finding out more information on the subject before making their final decision of whether or not offering the option is beneficial to both our customers and the city.

**(4) March 2011 meeting date confirmed for 15 March**

To avoid conflict with the municipal election on 8 March, it was proposed to move the March Commission meeting. Underhill made a motion to change the March Commission meeting from 8 March to 15 March at 7:00 P.M. and motion was approved.

**(5) Rebate program update**

Staff will look into additional incentive ideas to offer residents for irrigation conservation for spring /summer 2011. Thomas will contact local radio stations for pricing on radio advertising and present the information to the Commission at the March meeting.

**(6) Meter readings**

Water production for 2010 resulted in 596,301,290 gallons of water used with May through August the heaviest months for water consumption. After the upcoming summer months, the City will have a year worth of data from each category to show a more accurate average use.

**(7) Cash balance and revenue & expenditures update on water and sewer reserves**

The sewer balance has remained flat the past couple months because of no recent sewer projects. The water balance is down due to the May, Willow, North Third Street Waterline project being recently completed.

**(8) Public Works reports November and December**

During the month of November construction continued on the May, Willow and North Third Streets water line replacement project, Southern California Edison performed efficiency testing on Wells 2 and 4, the crew repaired a couple water leaks, a 2 inch conduit was installed at Well 4 for the SCADA project, a Request for Proposals for the construction of a new water tank was released and thirteen proposals were received, the crew continued to video sewer mains with concentration on mains that serve restaurants that are discharging grease into the city sewer system, and letters went out to five local restaurants addressing concerns related to disposal of grease.

For the month of December, Marzano and Sons completed the May, Willow and North Third Streets Water Line project, a flow meter was installed on the discharge of the one million gallon storage tank, leak detection was performed on 12 miles of water main (no leaks were found on

the City's main water line, but one leak was found on a service) and Ecologic began installing cabinets at Wells 2 and 4 as part of the SCADA project.

Cross asked staff if the City is looking into the Inyo Mono Integrated Regional Water Management Plan for grant funds. Grah said the City Administrator and the City Attorney determined there is not enough benefit to the City to justify the risk of pursuing funds.

**Staff and Commission Reports:**

Grah presented the Commission with updated charts showing water revenue and usage on broad categories of users. Data on the charts suggested the next rate study may make some significant adjustments between categories.

Road Improvement Project A will be starting in February. It will construct 900 feet of new water line and about 1100 feet of sewer line. We are still looking at addition water projects following Project A. The sewer plant Head Works Project is moving ahead.

Pecsi shared with the commission his knowledge of the water and sewer commission as a previous City employee. He stated that he looks forward to working with the Commission.

**Items to Be Discussed at the meeting of 15 March 2011:**

- Debit/Credit card payment option update
- Rebate program update
- Meter readings
- Cash balance and revenue and expenditures update on water and sewer reserves

Chairman Cross adjourned the meeting at 8:30 P.M. The next regularly scheduled meeting will be Tuesday, 15 March 2011 at 7:00 P.M. in the City Council Chambers.

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Forrest Cross, Chairman

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Michele Thomas, Secretary