



CITY OF BISHOP

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Minutes

Water and Sewer Commission

10 July 2012

(1) Call to Order

Chairman Pecsí called the meeting to order at 7:00 P.M.

(2) Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Pecsí

(3) Roll Call

Commissioners Present:

Martin, Pecsí, Cross, and Bhakta

Commissioners Absent:

Mathieu

Others Present:

David Grah, Public Works Director

Deston Dishion, Public Works Superintendent

Michele Thomas, Public Works Secretary

Keith Caldwell, City Administrator

Jim Ellis, City Council Member

(4) Public Comment

Chairman Pecsí welcomed newly elected John Martin to the Water and Sewer Commission.

(5) Correspondence

A letter was received from Cheryl Underhill informing the commission and staff of her resignation as a commissioner effective 14 May 2012.

(6) Approval of the Minutes

Chairman Pecsí moved to approve the minutes of the 8 May 2012 meeting as written and motion carried.

(7) Water Usage Graph

At the May meeting, the commission had asked staff to provide an updated graph showing water usage in general categories. Grah provided a May 2012 and an overall 2011 graph to show comparisons between the two. The two charts show to be similar in usage. For the September meeting, Grah will provide usage graphs for the months of July and August showing water usage during summer months along with a couple winter months to compare.

(8) Meter Readings

The City has meters installed in each of the different categories for informational purposes only. The information will be used during the next rate study to help determine more equitable rates for customers.

(9) Cash balance and revenue and expenditures update on water and sewer reserves

The overall balance for sewer is up from the start of the fiscal year. Non capital is down which suggest an erroneous estimate for non capital expenditures because this balance should be steady throughout the year. The bad estimate shows up in both water and sewer. The capital balance in sewer is up from the start of the year in anticipation of large expenditures for both the Headworks project and the Trunk Replacement project projected for the current fiscal year.

In water, the non capital balance is down and the capital balance is up due to the Tank Project that is not complete. Also, the Church Water Line Project was paid in the 11/12 fiscal year but is not shown in the spreadsheet and will be reflected next month.

At the meeting in September, the balance sheets will begin again showing July and August figures. The balances shown for capital and non capital are for Public Works staff and Water Sewer Commission information only to show how capital and non capital expenditures are spent and are not reflected in the City's official budget. The combined balances are the correct fund amounts that are a part of the City's budget balance.

(10) Public Works reports for May and June

Dishion went over public works reports for the commission. During the month of May, staff prepared the 2011 Consumer Confidence Report and it was mailed to all City of Bishop consumers. Crew member Dave Mappus completed annual testing of backflow valves. This year only 10 had failed and needed to be replaced. Others that only needed simple fixes were repaired by Mappus at time of inspection. Testing for Chromium-6 was done at Wells 2 and 4 and was non-detected. Staff continued work with Resource Concepts for pressurizing the line between Well 4 and the existing tank. Resource Concepts are suggesting a small 50,000 gallon tank at Well 4. Council approved the contract with RO Anderson for the design of the trunk line replacement. We hope to begin construction next calendar year. During sewer main videoing, a manhole was discovered on Short Street. An evaluation was completed of our sewer ponds. Operational changes were suggested to better our ponds and assist us in the removal of BOD and Ammonia. Crew made routine inspections of grease interceptors. Kmart / Little Ceasars had problems over the past weekend. The Headworks project is continuing slowing with the consultant. The new screen will be done in September and in place sometime in November.

In June, Conspec completed the Church Street Water Improvements Project for a total cost of \$76,135. Main line valve exercising resumed after purchasing a new valve exerciser. Staff began preliminary design work for relocation of aerators in Pond 1 and the addition of new baffles and curtains. Crew installed two new manholes on Church Street. Eastern Sierra Community Services District has identified what they think as a Nitrate issue in ground water, although city staff is not sure if there is an issue present. In cooperation with the district, the City has also looked into Nitrates in our system and has hired Steve Harris to evaluate our ponds. Pecs questioned #10 under Miscellaneous and Grah said that at the 9 July City Council meeting,

Council approved the Digital 395 access agreement. The access will allow for installation of wiring within city buildings.

(11) Staff and Commission Reports

Grah shared with the commission a spreadsheet of identified capital improvement projects for water and sewer starting with the 2012/2013 and continuing through 2018/2019 and later. Using the current rate structure, \$350,000 is generated yearly for capital improvements in each water and sewer fund. The projects are listed in somewhat of a prioritized order, averaging each year's funds available over the years. The order of the projects is subject to change depending on needs.

The rate study will be started soon carrying on from the last study done in 2008. One difference in the upcoming study compared to the last is us looking and considering adjusting between categories factors that are charged to different user categories. The approach is to hire a consultant for the rate study to insure an objective analysis. Grah feels important parts of the study include reviewing the inflation rate and system life used in the last study. The RFP is intended to be released in July, with the study complete mid 2013, and new rates implemented July 2014.

Grah touched on the Headworks Project stating that it is still moving slowly. Over the past week, there has been progress with the new screen ordered and a delivery date. City Council will be considering the work order for the final engineering work at the next council meeting. Hopefully in the fall, work will begin with constructing the concrete work and by the end of the year have it in place.

Martin asked about the Digester Replacement; why it is listed for a later year and how it will be funded. Grah explained that even though it was constructed in 1950, it is still in pretty good shape. It is on the list because one day it will need to be replaced. Grah also believes that with scheduled cleanings of the digester, we will have some sort of warning if it will need to be replaced within possibly 10 years or more at the time of discovery. When the time comes, funds could be saved to complete the project or a bond could be obtained.

Items to be Discussed at the Meeting of 11 September 2012:

- Incentive program update
- Meter readings
- Public Works reports for May and June
- Cash balance and revenue and expenditures update on water and sewer reserves

(14) Adjournment

Chairman Pecsí adjourned the meeting at 7:58 P.M. The next regularly scheduled meeting will be Tuesday, 4 September 2012 at 7:00 P.M. in the City Council Chambers.

Joe Pecsí, Chairman

Michele Thomas, Secretary