

JOINT POWERS WATER BOARD MINUTES
Regular Meeting of
October 23, 2006
6:00 PM JPWT Plant Board Room

6:00 PM **Call to (sort of) Order** by Chairperson Joyce Paullin

Board Members Present: Joyce Paullin, Joe Marx for Jerry Zachman, Joe Hagerty, John Vetsch, Don Peterson, Gerhardt Kottke

Board Members Absent: Jerry Zachman

Staff Present: Kristin Evans for Chris Catlin, H.R. Green, Kelly Browning, Veolia Water NA, Shelly Keyes, Veolia Water NA

Staff Absent: Chris Catlin, H.R. Green

MOTION BY PETERSON, SECOND BY HAGERTY, TO ADOPT THE AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MOTION BY PETERSON, SECOND BY KOTTKE, TO APPROVE THE MINUTES OF THE SEPTEMBER 25, 2006 REGULAR MEETING. MOTION CARRIED UNANIMOUSLY.

MOTION BY PETERSON, SECOND BY KOTTKE, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

Under **Unfinished Business**, Browning informed Board Members that JP Staff met with George Eilertson of Northland Securities and Scott Harder of Environmental Financial Group, Inc to discuss the rate study. A meeting with the respective City Administrators/Engineers is scheduled for Thursday, October 26 after which the full proposal and scope of the rate study will be developed. No action required by the Board.

In other **Unfinished Business**, Browning explained she is currently in the process of updating the pre-paid hook up list by using the original, notarized documents generated for each property. The documents reference parcel numbers instead of a specific address so research is required to compile an accurate, updated list. No action required by the Board.

Under **New Business**, Keyes requested approval to begin billing Homeowner Association irrigation accounts on a monthly basis beginning in January 2007. The change will allow for more efficient management of irrigation accounts, which typically have extremely high usage over the summer. Peterson asked if the associations were agreeable to monthly billing and Keyes confirmed that the ones she talked to were okay with it, and many of the associations hire management companies to handle either quarterly or monthly billing.

MOTION BY HAGERTY, SECOND BY PETERSON TO APPROVE MONTHLY BILLING FOR ALL HOMEOWNER ASSOCIATION IRRIGATION ACCOUNTS AS OF JANUARY 2007. MOTION CARRIED UNANIMOUSLY.

In other **New Business**, Browning asked Board Members to consider establishing a policy regarding cost sharing for potential water main improvement projects and new service areas. Browning explained the difficulty of defining when improvements are necessary for water quality, what determines whether an upsized line should be considered a transmission main and which requirements classify as a "capacity" issue.

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Browning added the JP Staff understood that when the distribution systems were taken back by the member cities, Joint Powers' involvement would be strictly to address water quality issues. Peterson asked if the issue had come up recently and Browning replied that discussion at the quarterly TAC (Technical Advisory Committee) meeting indicated differing opinions by member cities' engineers. Browning noted the Board's position needs to be clear regarding cost sharing so the long term capital plan and WAC fees can be adjusted to reflect those potential costs. Cost sharing policies could also affect the results of the proposed rate study. Hagerty suggested the Board table discussion until after the next quarterly TAC meeting so the engineers could revisit the topic and suggest appropriate guidelines for establishing a policy. General discussion followed. Board Members agreed by general consensus to reschedule the December monthly meeting from Monday, December 25th to Tuesday, December 19th at 6 pm.

Under **Engineering**, Kristin Evans of H.R Green recommended payment of \$130,256.13 to EnComm Midwest for Well 9. Marx asked for status on the project and Evans explained they are currently trenching in pipe to the existing main. Marx asked if the project was on schedule and Browning responded that the project has a very general timeline caused by delays in obtaining proper permits by the various state agencies. MOTION BY PETERSON, SECOND BY VETSCH TO APPROVE PAY ESTIMATE #3 FOR WELL 9 AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

Evans also recommended payment of \$30,242.55 to Rice Lake Construction for the WTP Expansion. MOTION BY PETERSON, SECOND BY KOTTKE TO APPROVE PAY ESTIMATE #16 FOR THE WTP EXPANSION AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

Under **Operations/Office**, there was nothing to report.

MOTION BY PETERSON, SECOND BY VETSCH TO APPROVE THE LIST OF CLAIMS AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MOTION BY VETSCH, SECOND BY MARX, TO ADJOURN AT 6:27 P.M. MOTION CARRIED UNANIMOUSLY.

Recording Secretary