

## WEST SIDE WATER CITIZENS ADVISORY COMMITTEE MINUTES

October 11, 2017  
3:30 p.m.

MEMBERS PRESENT: John Broughton, Tracie Harris, John Koval, Marilyn McKenzie, Troy Sika and Mike Sudberry

ALSO PRESENT: Randy Seida, Laura Tegels, Matt Woodbury

ABSENT:

### Approval of the Agenda

Moved by Harris, supported by Sudberry to approve the agenda.

Motion approved unanimously.

### Approval of Minutes

Moved by Sudberry, supported by Sika, to approve the minutes of April 24, 2017.

Motion approved unanimously.

## NEW BUSINESS

### Discussion on 2018 Budget and Vote for Recommendation to Township Board

Seida directed the discussion regarding unexpected contracted service revenue from two projects in 2017. The first project was separating one service line into three that feeds three commercial buildings on W. St. Joseph and the second project was a new water main tap-in for a new commercial property on W. St. Joseph. Seida answered questions ask to him by members Harris and Sika about the different line items on the 2018 budget. Discussion was held by the committee on future loan payments and payoffs.

Seida asked the committee for approval to pay off the CP fund loan final loan payment out of the 2017 budget instead of the 2018 budget.

A motion was made by Sika and supported by Harris, to recommend the 2018 West Side Water System budget, which would include the payoff of the CP fund loan payment in December 2017 as opposed to January 2018 to the Lansing Township Board of Trustees at the meeting on November 14, 2017.

Motion approved unanimously.

### Discussion on Wholesale Water Agreement with Lansing Board of Water & Light (LBWL)

Seida gave a summary on how the current and the new draft of the Wholesale Water Agreement with LBWL are written and on how both agreements differ. Seida voiced his concerns about completing the new agreement in a timely manner due to some of the LBWL employees that are involved in drafting the agreement are close to retiring. Broughton agreed with Seida about the timeliness of completing the agreement. Seida asked the committee for support to take the new draft of Wholesale Water Agreement with LBWL in front of the Lansing Township Board of Trustees.

A motion was made by Sudberry and supported by Sika; to take the new draft of the Wholesale Water Agreement with LBWL in front of the Lansing Township Board of Trustees.

Motion approved unanimously.

#### Discussion on Lansing Mobile Home Park on W. St. Joseph

Seida informed the committee that the owners of the Lansing Mobile Home Park inquired about the cost of updating the water main, fire hydrants and installing water meters to each unit within the park. Seida stated the engineering for the project had not been completed, but if the cost of the project is within the parks budget they would like to start the project right away. Sudberry asked who would be doing the work if the park owners decide on moving forward on the project. Seida explained that the water main within the park is currently considered private water main so the project will not go out to bid. Seida stated that he would help the owners of the park select a local contactor with experience installing water systems in mobile home parks.

#### Update on USDA Project for 2017

Seida informed the committee that the new generator has been installed and he is just waiting for Consumers Energy to run the gas line from the gas main to connect it to the generator for it to be complete. Seida went over the Edgemont Park / Keegan Ct water main project. He stated the main lines of water main have been installed on all five streets and each street is in varies stages of the pressure testing, sampling and connection into the main water system. After all the sampling is approved the contactor will start connecting the service lines into the new water main. Seida said they are moving forward on the water main replacement under I-496 and is in contact with Ingham County about the future Waverly road project.

#### Other Business

Sika asks Seida if he would doing an annual rate study using Michigan Rural Water Association rate study program. Seida pointed out a rate increase for 2018 and 2019 was approved by the Lansing Township Board of Trustees.

Seida read a letter from a customer on West Willow to formally request to the Water Committee and the Lansing Township Board of Trustees to give her a senior citizen discount on her water bill. A discussion was held by the committee about how to determine the age of a senior citizen, if other utilities offer discounts and the cost and revenue lose implications on having a senior discount. The committee believed that more research would be required before any decision could be made about senior discounts.

Seida informed the committee about an insurance program for water and sewer lines repairs and leak coverage for high bills. Seida stated it is a very good insurance program, but the biggest problem with the program is that the customers have to opt out of the program rather give approval to purchase the coverage. Seida asked the committee if he should look into getting the program for the customers. The committee was not interested in moving forward to provide the insurance program to the West Side Water System customers.

Meeting adjourned at 4:55 p.m.

These minutes have not been approved. An audio recording of this meeting is available in our office upon request.

Approved on \_\_\_\_\_