

WEST SIDE WATER CITIZENS ADVISORY COMMITTEE MINUTES

June 10, 2019

3:35 p.m.

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

ALSO PRESENT: Randy Seida, Laura Tegels, Matt Woodbury

ABSENT:

Approval of Minutes

Moved by Sika, supported by Sudberry, to approve the minutes of October 22, 2018.

Motion approved unanimously.

Moved by Sika, supported by Sudberry, to approve the minutes of October 29, 2018.

Motion approved unanimously.

Approval of the Agenda

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

Motion approved unanimously.

NEW BUSINESS

Update on Lansing Mobile Home Park (Lansing MHP) on W. St. Joseph

Seida informed the committee that the project is complete and Lansing MHP has signed off on the easement for the system which is now owned by West Side Water System.

Update on USDA Project for 2017 and 2018-19

Seida informed the committee that the 2017 project in the Edgemont Park neighborhood was successfully completed, but after completion two sidewalk sections on Hagan street had to be replaced due to cracking. The 2018 portion of the project under I-496 was installed, tested and is now in service. Seida stated that the 2019 project is underway and the portion of 12-inch water main on St. Joseph Street is completed. Seida also stated he is working with Ingham County to coordinate the Waverly Road portion of the project and the first phase of Waverly Road is almost complete.

Discussion of 2018 Year End

Seida informed the committee that the 2018-year end audit is complete and he will be meeting with the auditors to review it later this week. Seida lead the discussion of the 2018-year end budget totals.

Discussion of Rate Study and Future Water Rates

Seida lead the discussion to go over the 2020, 2021, 2022 and 2023 rate study prepared by Mike Engels from Michigan Rural Water Association. Motion to go to the Board of Trustees with the rate increases based on the rate study for 2020, 2021, 2022 and 2023, moved by Sudberry, supported by Harris. A unanimous vote was taken to go to the Board of Trustees with the rate increases.

Motion approved

Seida asked the committee for approval to take in front of the Board of Trustees a \$0.25 rate increase on the administration sewer billing fee. Motion to go to the Board of Trustees with the administration sewer billing fee, moved by Sudberry, supported by McKenzie. A unanimous vote was taken to go to the Board of Trustees with the administration sewer billing fee increase.

Motion approved

Other Business

Update on Meter Reading

Seida informed the committee the service workers started installing the radio read end units on the more difficult and dangerous routes, which allows the service workers get the read by driving the route. Seida also informed the committee about the new shut off meters that can be installed in duplexes with only one curb stop that can be shut off by the handheld computers.

Michigan Rural Water Association Conference

Seida informed the committee that West Side Water System was nominated and won Michigan Rural Water Association Utility of the Year for 2019 and that Foreman, Matt Woodbury, was nominated and won Michigan Rural Water Association Water Operations Specialist of the Year 2019.

Meeting adjourned at 4:50 p.m.

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

Approved on _____