

## WEST SIDE WATER CITIZENS ADVISORY COMMITTEE MINUTES

June 25, 2024 at 3:31 p.m.

MEMBERS PRESENT: Tracie Harris - Vice Chair, Henrietta Brewer, Paulette Pinckney, and Mike Sparks

PRESENT VIA ZOOM:

ALSO PRESENT: Randy Seida, Laura Tegels, Matt Woodbury and Kevin Hubbard

ABSENT: John Broughton - Chair and Mike Sudberry

### Call Meeting to Order

Meeting called to order by Vice Chair Harris

### Introductions

New member Paulette Pinckney was introduced to the Committee Members. Pinckney thanked the committee for the appointment to the Citizens Advisory Committee.

### Approval of the Agenda

Moved by Sparks, supported by Brewer, to approve the agenda.

Motion approved unanimously.

### Approval of Minutes

Moved by Brewer, supported by Sparks, to approve the minutes of October 17, 2023.

Motion approved unanimously.

## NEW BUSINESS

### Public Comment/Correspondence

Harris asked Seida how many watermain breaks occurred over the winter. Seida stated the mild winter made for few watermain breaks, but most of them required road repairs.

Pinckney asked Seida what is WSW responsible for. Seida stated anything that deals with the potable water and the potable water system, such as watermains, water services, fire hydrants, water meters and all the piping and plumbing under the streets or under the road right-of-way to the curb stops.

### 2023 Year End

Seida informed the committee with some of the year-end numbers on the draft copy of the 2023 audit.

## Staffing

Seida informed the committee that the part-time Billing Clerk position was filled 1 month ago by Julie Benvenuto and she is still in training. The part-time field position has been moved to a full-time field position. The part-time field person did apply for the full-time position and went through the interview process, was offered and accepted the full-time position.

## 2024 Projects (LCR/Meters/Hydrant Flushing)

Seida informed the committee that LCR stands for Lead and Copper Rule which has been revised again by the Federal EPA and the State of Michigan EGLE. The EPA and EGLE are requiring service-line verification to show proof that there is no lead service lines in our water service area. WSW is required to dig up 283 service lines and prove what material the service lines are made from. The original deadline was January 1, 2025, but was move to October 16, 2024.

Meter replacement continues. Seida led the discussion of meter pits for customers who refuse to let the service workers into their properties to replace the old meters.

Seida stated he would like to do the hydrant flushing in October of 2024 or spring of 2025.

## Other Business

Pinckney asked Seida how often water rates increase. Seida informed the committee the water rates increase each year based on the rate study prepared by Michigan Rule Water Association (MRWA). The rate study helps determine what revenue is needed to cover yearly costs and build reserves for future projects.

Seida informed the committee about the future project of removing the old paint from the water tower and having it painted in the next 5 years.

Sparks asked how all the equipment out back is aging. Seida stated the equipment is doing good with up keep on maintenance and replacing parts as needed. Harris asked Seida if there was anything on the wish list for equipment. Seida said he will be adding a truck to the 2025 budget, due to adding the full-time field position.

## Approval of the Adjournment of the Meeting

Moved by Sparks, supported by Brewer, to approve the adjournment of the meeting.

Meeting adjourned at 4:18 p.m.

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

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