

**Village District of Eastman  
Commissioners' Meeting - Village District Office  
June 16, 2010  
Draft minutes**

The meeting convened at 3:30 p.m. In attendance were Commissioners Bill Sullivan, Bob Fairweather and Duncan Wood; Treasurer Dave Wright; Deputy Treasurer Ben Conroy; District Manager Bill Weber; Operator Josh Worthen; and Clerk Lorie McClory.

Manager Weber briefed the Commissioners on the valve work. United is finished except for some paving and cleanup. Total was \$107,000 with change orders. Submitted a bill for half, which came between meetings; it has been paid. VDE is holding back 10%, which is standard, until paving is complete. The money is being withdrawn from Public Deposit Investment Pool (PDIP) and will be reimbursed by the trustees later. The Commissioners will need to vote for the DM to request reimbursement from the trust funds to cover the costs. The amended Tata & Howard contract will need signatures. All valve replacements that were planned to do this year were done. Change orders were minor. The valve replacement project will be completed next year. They found original construction faults and rusted valves. Manager Weber will go out with United next week to view each site to close the project. There were a few customer complaints but nothing big. Communication through Eastman Communication Coordinator Lorie McClory was fantastic.

Commissioner Wood asked if any locations were identified as higher priorities than originally expected. Manager Weber said five in the last two years. Manager Weber said he will ask United to amend its contract for the third year of the project rather than go out to bid again.

Commissioner Weber said VDE has received a thank you letter from a customer praising the field personnel.

**MINUTES:** Commissioner Fairweather made a motion to approve the May 19, 2010 minutes as written. Commissioner Sullivan seconded the motion. The vote was unanimous.

**FIELD:** Operator Worthen said they have been flushing mains when not on the valve project. Flushing should be done by the end of June. Manager Weber said a second case of Red B Gone has been ordered.

There was a main break last Friday (June 11) on WC-B. Island View Road it is still soft and gravel is being added. The valve has been replaced even though it was not on the list this year. A resident said he saw the water running out early in the morning but didn't know what it was and didn't report it.

Operator Worthen said truck 1 has been outfitted.

**NEW BUSINESS:** Manager Weber reported on a lightning strike ...

Lightning has been and continues to be a problem at the well field; LCS is preparing new quotes for added protection during heavy summer storms. The plant had to be run manually over the weekend of June 5 & 6. This item was tabled in July of 2006 and June of 2008 due to cost concerns. Since that time we have had two hits that our deductible has not covered. The deductible is \$1,000 or \$2,500, depending on what has happened to cause the loss.

Josh Worthen said they discovered no communication between the desktop and the main computer during Friday's flushing. The main computer was dead and could not be reset. They contacted Tom Allen and formulated a backup plan, which involved manual operation over the weekend. Since then, the main computer was replaced with a smaller processor until a new unit can be obtained next week.

Manager Weber said the pH meter is being affected also, but not the power to the pump house. In response to a question about changing from copper to fiber optics, Manager Weber said it was investigated 19 months ago, but they were told the transducer can't work with it and the power supply is not right. Using lightning rods and heavy grounding around the wells would be labor intensive and costly.

The commissioners instructed Manager Weber to get them a comprehensive list of what has been lost in the lightning strikes. He should also find some experts in this field and get estimates to take care of this problem so it can be put on the warrant for annual meeting in March.

#### **FINANCIAL REPORT:**

1. The water billing was approximately \$120K and as of today most of the money (\$110K) has been collected. Receivables are at \$10,000; \$8,000 will be written off but it stays as a lien on the property.
2. As of 6/9/10 the audit has not been completed, the DM is following up. Manager Weber said there are still journal entries they have to do, but he doesn't know why not the final audit report is not here yet.
3. The district has been reimbursed for the account closures approved at the annual meeting. Two checks were delivered and deposited, totaling \$47,611. Closed two accounts for completed projects. There is still money in CDs and savings. For money not in CDs, the commissioners agreed to leave it there at least until the July meeting.
4. The trust request for the new truck (\$15,300) is being processed.
5. The pre buy contract from Goodrich Oil (propane) came in at \$1.93/gallon, down 4 cents/gallon from last year. Total cost is \$12,700.
6. FEMA is sending out a check for \$57,2500?? which will cover the extra propane that was used during the Feb 2010 power loss
7. A letter was sent to the town for tax payment. The budget is on target for income/expenses. Water usage is down, so the budget may be off \$5,000 to \$7,000. VDE is close to budget unless we bill for water shutoffs. The district may need to Defer some expenses until see what next billing is.
8. In response to a question about the legal line, Manager Weber said there are more lien recordings shown as line #(409). This line does not include costs for the special meeting, which is in a separate account so it can be tracked.

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#### **MANAGER'S REPORT:**

1. Water Use for May 2010 was less than May 2009 by 321K gallons. People are conserving but the meter has also been recalibrated. Not huge but meter might have been off by 1%. Operator Worthen also noted that flushing on Snow Hill was done in May last year, which may have affected the reading. Thus, June 10 may be higher than June 09 because flushing is being done in June this year. He also said the found leaks totaling about 60-80 gallons/minute. The commissioners recommend recalibrating the meter every three years rather than the recommended five.
2. All reports, DMR, Routine Sampling, 4-log were submitted for May.
3. Source 6 is scheduled to be resurged since capacity is declining and it is needed as a maintenance item. Manager Weber reported that after the last resurge there were good results at first but there was much alot of clay where they put the screen.
4. Sources 8 & 9 were will be done at the same time the surging wasis done. June 21,2010
5. Commercial backflow preventers have been tested. The one at the former South Cove Fire Station (which is now used as a workshop and garage) failed and VDE is waiting for parts to repair.
6. In the changing out of one main line valve, two more leak, possibly as high as 20 gpm, were fixed at the junction of Draper Mill and Road Round Lake.

#### **OLD BUSINESS:**

1. Commissioners to decide whether CDs should be rolled over or closed. Six are maturing; three will be closed because projects are done. Commissioner Wood said the only reason not to roll over the CDs is if there is any anticipation for needing the money before the CD matures. Manager Weber said he is not anticipating a need for any of them.

Commissioner Wood moved that the existing CD balances held in trust accounts numbers 550, 559 and 560 be rolled over at the available rate for a period of 12 months effective at the maturity date, July 2010. Commissioner Sullivan seconded the motion. Unanimous approval.

2. Commissioners to consider whether the treatment plant valves fall into the CIP account "Water Mains and Valves". The cost to replace all of the valves is approximately \$12K. The DM feels that the valves are a part of the water main due to their proximity and necessity in the system. Manager Weber said the butterfly valves that allow water to flow into the plant are sticking open or closed or not opening all the way, all of which is causing pressure issues and requiring backwashing to be done manually. These are the original valves and are 14 years old. He said it will cost \$14,000 for the parts (including shipping), and he proposes taking the money from the Water Mains & Valves Maintenance account. The work can be done by VDE operators, probably in one day.

Commissioner Wood made a motion that the VDE undertake to replace nine butterfly valves associated with the treatment system at a cost of approximately \$14000 and fund that purchase from the Water Mains & Valves Maintenance Expendable Trust Fund. Commissioner Sullivan seconded the motion. Unanimous approval.

3. Update from Tata & Howard regarding the source 1 engineering. Manager Weber said a draft report will be forwarded to the commissioners early next week. The cost is \$1,600 more for an additional 1,000 linear feet. An amended contract needs to be signed. Next phase: the test holes are required to produce 50gpm; four of five did so. The next pump test seeks a sustainable yield of 75gpm per well.

#### **NEW BUSINESS (continued):**

1. The DM is requesting any input about the potential special meeting, and court petition.
2. The SRF court date is July 6, 2010 @ 9:00 AM. All paperwork is done. Manager Weber will ask for a decision on the spot. If yes, contact state and move along for a 7 p.m. Aug. 26 meeting. Because it's a bond issue, it requires a 2/3 vote for approval. Supervisors of the checklists from all towns must be there, official minutes will be kept, and a vote count will be done that night.
3. Commissioner Wood made a motion to direct the district manager to request from the trustees of trust funds a transfer of \$105,508.81 from Water Mains & Valves Expendable Trust Fund to pay United Construction for the 2010 valve replacement contract. Commissioner Sullivan seconded the motion. Unanimous approval.

#### **Non-Public Session:**

Commissioner Fairweather made a motion to go into non-public session to discuss a personnel issue. Commissioner Sullivan seconded the motion. Unanimous approval at 4:55 p.m.

The Board returned to public session at 5:10 p.m.

#### **Upcoming meetings:**

Commissioner Wood said he will not be available for the August meeting, which will be held at 3:30 p.m. August 18. To accommodate the new clerk's schedule, beginning in September, meetings will begin at 8 a.m.

#### **ADJOURNMENT**

There being no further business, at 5:15 p.m. Commissioner Fairweather made a motion to adjourn the meeting. Commissioner Wood seconded the motion. Unanimous approval.

Respectfully submitted,  
Lorie McClory  
Clerk

