

NASHVILLE UTILITY SERVICE BOARD MEETING MINUTES

NOVEMBER 16, 2022

Commission members present in-person: President Bob Willsey, Vice-President Bob Kirlin, Member Dan Klaker and Member Pam Gould. Commission Member absent: Alyn Brown. Also in attendance in person: Town Administration Manager Phyllis Carr, Municipal Operations Consultant Dax Norton, and NMU Water/Sewer Utility Operator Robin.

Bob Willsey called the meeting to order at 6:30 PM and did the roll call.

COMMISSION BUSINESS:

Approval of Minutes:

Minutes are behind; Dax is getting ms staff to get them caught up. He will have them for the November 30, 2022 Meeting for approval.

Presentation: Ziptility Operations Software

No Presentation, postponed by Dax Norton and Clerk-Treasurer Young

Presentation: Water Master Plan

Presentation will be on November 30th, at 10:00am

Approval of Adjustment Requests:

- Barb Kelp is asking for an adjustment in the amount of \$544.90. Discussion. The Board wants to do one more Data Read, to see if it is back to a normal reading. The data reading will be done the next day.
- **Bob Kirlin made a motion to approve the adjustment contingent on a normal usage data reading. Pam Gould seconded the motion. The motion carried 4-0.**

- **Bob Kirlin made a motion to approve the Hobbs adjustment request. Pam Gould seconded the motion. The motion carried 4-0.**

Monthly Reports:

Budget/Revenue Management Report

Dax Norton will present this as a work session on November 30 from 10:00am to noon.

Operations & MRO Report- Robin Willey and Phyllis Carr

Robin Willey said everyone is learning. The new crew is working well together and learning their positions. Robin said he has one more person to hire.

Several questions from the Board members- They will address them with Dax on the 30, 2022.

Water loss Report

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Robin stated doing better on repairs and training is going better.

Board member asked Robin if there is a new Federal Mandate to take an inventory of copper lines. Robin stated, not for copper, it is for lead. He said we do not have lead lines in our system, we would have to take a hydro-vac around each customer's side of the meter to see what kind of material it is. This would take some time and Robin stated he had did not have a time frame. Board member said this would be a question we can ask when we have the Water Master Plan work session.

Phyllis received a packet from Boyce System about an upgrade for Billing software. The upgrade is \$1085.00. She wants to know if the USB will give approval. This is regarding Neptune 360 program to improve the billing and data reads can be done on utility worker cell phones. The Board agreed with the upgrade. Phyllis will present this to the Town Council as well.

Wastewater Rehabilitation Project Update

Nathan to give an update at the work session on November 30, 2022.

Water Master Plan Update

Update on November 30, 2022.

Main Metering Project Update

Look for water loss but cannot do that in very cold weather as the lines cannot be exposed. This project is weather contingent.

Unfinished Business:

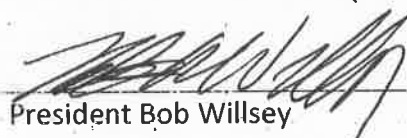
Who is to figure adjustments? Page three of the new proposed adjustment ordinance, states the operator or designated person is to the calculations. Phyllis said they do not have the information, or access therefore they cannot calculate the adjustment amount. The billing office has the information to calculate the adjustment. Discussion.

The Board will take another month and rewrite this portion of the adjustment ordinance. up They will meet on December 14, 2022 to discuss, or have a workshop.

Adjourn:

The meeting adjourned at 7:50 pm.

The audio recording made at the Nashville Utility Service Board meeting on 11-16-2022 is retained in the office of the Town Clerk-Treasurer and available on the town website www.townofnashville.org



President Bob Willsey



Date