

**Bath Electric Gas & Water Systems
MUNICIPAL UTILITY COMMISSION
Meeting Minutes**

JANUARY 6, 2015

Call to order

Harold Rodbourn called to order the regular meeting of the Municipal Utilities Commission at 4:30 PM on January 6, 2015 at BEGWS Small Conference Room.

Roll call

Chairman Rodbourn conducted a roll call. The following persons were present which constituted a quorum:

Chairman	Harold J. Rodbourn
Vice Chairman	Michael Austin
Commissioner	Rhonda Sweet
Commissioner	Bill Heigel
Commissioner	Barnie Bonicave
Director	Guy Hallgren
Village Trustee	Michael Sweet

Audit of Bills

- The bills were reviewed by all Commissioners present. Motion by Commissioner Bonicave and seconded by Commissioner Sweet, passed unanimously to pay the Abstract of Audited Vouchers: January 6, 2015 for Electric Fund of \$141,020.09.
- List of accounts payable and electronic fund transfers paid to date: Dec 30, 2014

Expense	Amount
CNG	\$278,039.11
Payroll for Period 27, 2014	\$104,512.16
NYSEG	\$38,379.00
NYPA	\$90,037.80
Five Star- Bucket Truck BAN	\$40,660.78
NY State and Local Retirement System	\$279,799.00
New York State Sales Tax	\$10,431.58
NYMPA	\$118,370.00
Accounts Payable 12/18/14	\$227,119.31
Payroll for Period 1, 2015	\$64,974.82

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Approval of minutes from last meeting

Motion by Vice Chairman Austin and seconded by Commissioner Sweet to accept as read for December 2014. Passed unanimously.

Supervisors Report

Accounting/Commercial Office/Meter Reading

- On December 11th BEGWS renewed the Bucket Truck BAN for \$151,436.80 at 1.48% interest. BEGWS also made the first principal payment on the BAN for \$37,859.20. The BAN has 4 years remaining.
- During the month BEGWS received the new health insurance rates from both FLMHIT and Excellus. The FLMHIT rates increased 5.15% and the Excellus Medicare Blue PPO rates increased 38%. FLMHIT is the insurance for current employees and retirees under 65 years old. The Excellus insurance is for retirees over 65 years old.
- On December 15th BEGWS paid \$279,799 to NY State for the Annual Retirement Contribution. This is a reduction of \$34,000 from the prior year.
- During the month of December \$21,064.59 was spent on the Electric Upgrade Project for financial services and change orders to O'Connell Electric.
- Month to date 5,875 meters have been read out of a possible 7,228. This is an 81.3% reading rate so far this month, with 1830 meters still scheduled to be read. Percentage of meters not read by department are: Electric 12.7%, Gas 25.4%, & Water 25.5%. The primary reason for not getting a read is no coverage when a Meter Reader is off and a lack of access to the meter is another major factor.
- Currently we have 948 electric meters being read by radio. This is about 21.8% of our electric meter population. We currently have 244 Direct Withdrawal customers and 219 E-Bill customers.
- No QRS cases of a customer complaint were filed with the NYS PSC during the month of December against BEGWS.

Jim Housworth – Accounting Supervisor

Line Department

- Repaired several Street and Security Lights
- Continued upgrade work setting 6 new poles on Howell Street
- Repaired 3 underground breaks on Exit 39 lights. We are still waiting for a date to use the states attenuator to repair the fixtures.
- Set new pole and rerouted wires to remove a rotten backlot pole on East Washington Street
- Responded to callouts at 31 Rumsey, 6354 Cty Rt. 11, 7346 State Rt. 415, 16 Howell St and the corner of East Washington and May St.
- Attended safety training at Penn Yan Municipal on December 5. Topics included recent accidents and hearing protection and conservation.

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- Chris Carr was hired as a journeyman lineman and will start work on January 5. He will be replacing Tim Welch who will be leaving will be leaving BEGWS in January.
- Completed the 2013 Meter tests required for the PSC. The results will be sent to them the first week in January. Upon testing, it was determined that many of the older meters accuracy is off by 8 to 10%. As such customers are being undercharged for usage.

Mark Hawk – Line Department Supervisor

Service Department

- Investigated 9 gas odor complaints
- Investigated 2 CO Complaint
- Changed out 70 Gas Meters
- All Tin Case Meters have been removed from the system on time per PSC Orders
- Rebuilt gas service at Steuben County garage , customer complained of equipment shutdown under heavy load. After investigation determined regulator and meter needed to be upsized.
- Met with Rick Lepkowski from the PSC for final records audit of the year.
- All old tin meters have been replaced as request by the PSC. In addition the goal of changing 250 gas meters has been accomplished.

Steve Larsen – Service Department Supervisor

UGLM Department

Gas:

- Repaired leak on low pressure main (removed old Drip) behind Bath Plaza.
- Unplugged service at 123 W. Washington St.
- Repaired leak on main near 15 Liberty St
- Repaired service at 32 Robie St.
- Repaired Gas Main Leak on west side of Liberty Street

Water:

- Bought and replaced missing hydrant on corner of Shannon and Rt 54 (undocumented Hit and Run MVA and took hydrant)
- Repaired and put back hydrant top half on Mc Master St (result of MVA)
- Sewer: Flushed main on eastside of Liberty St
- Flushed main near Ling Lings in Bath Plaza

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- Flushed main on East William St
- Flushed sewer for Steuben County DPW
- Have done many Dig Safely Requests

Dan Borhman – UGLM Dept. Supervisor

Waste Water Treatment Plant

- Performed daily lab test
- Performed regular maintenance
- Repaired belt press
- Made repairs to the grit removal system pista grit pump. Replaced mechanical seals.
- Repaired 2” water lines in the basement. Several lines were corroded scaled and leaking. Leaks caused several circuit breakers to fail. Replaced failed circuit breakers in electric panels as necessary.
- Dan Stratton attended class in Canandaigua on 12/12/14 to maintain WWT Operators credentials.

Royce Hoad – WWTP Supervisor

Goals & Strategies

Major goals for BEGWS in 2015 and beyond are as follows:

- Ensure safety for customers & public
- Ensure safety for BEGWS team
- Increase Revenues
- Reduce Operating Expense
- Stabilize Energy Prices
- Be an Environmental Steward
- Improve System Reliability

Initiatives for 2015 and beyond to achieve goals

- Develop Bath as a smart grid.
A smart grid is a combination of distributive generation, load curtailment and renewable energy generation. Deploying these technologies allows for more self-sufficiency reduced impact to the BEGWS customers from major grid fluctuations in both price volatility and major power outages.
NY has just announce the NY Prize – The NY Prize is an initiative by NYS seek out smart grid projects. There are financial awards for feasibility, engineering and design, construction of technologies to allow communities to convert to smart grid technologies
- MGP Site Cleanup
- Spruce Up Project
Administration building remodeling scopes will soon be released to contractors for bid.
- Gas Pipe Replacement Program

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Recent catastrophic failures in distribution pipe in NYS have the PSC is keenly focused on initiatives which can reduce the risk of additional failures. The PSC has expressed an interest with BEGWS in replacing about 5000' of gas distribution pipe per year. As such the PSC would provide a surcharge mechanism for achieving yearly goals. BEGWS has begun to analyze the impacts in terms of resources required as well the impact to customers.

Pultney Park Lighting

The decorative lighting in Pultney Park was relamped on November 25th. All lights were replaced. Globes which were yellowed and faded were replaced as well. This is being done at the request of Village residents and officials. The projected cost was about \$2786.

Exit 39 Street Lighting

BEGWS has been requested to reenergize all street lights on or near the exit and on ramps at Exit 39. The line crews have repaired all underground circuits carrying energy to the street light masts. The remaining lights will require implementing traffic control and safety according to NYS DOT rules and regulations. The DOT has been contacted to provide some of the equipment required. They have agreed to provide an attenuation truck to allow the line crews to operate safely. As soon as the line crews can schedule with the DOT then the remaining work will be completed.

Cycled Tree Trimming Program

A 12.5kV distribution such as the one BEGWS recently requires enhanced tree clearances. As such BEGWS will be reviewing all distribution circuits for tree clearances, prioritizing circuits and creating a plan to trim trees on a 4 year cycle.

Service Desk Operation

The Service Desk Operators position is being withdrawn since the BEGWS team has decided to implement the Remote Dispatch capability. Instead, the UGLM vacant position will be filled to accomplish construction goals for replacing natural gas distribution systems. Remote dispatch has been made possible thru the phone system upgrades, software upgrades and the team effort with the union.

The MUC has requested the renewal of Bernie Bonicave for a 5 year term. This 5 year term will be requested at the Village Board meeting to be held on February 17, 2015.

Executive Session - None was held

Adjournment

Request for Adjournment by Commissioner Sweet, seconded by commissioner Heigel. Harold Rodbourn adjourned the meeting at 5:57pm.

Minutes submitted by: Guy Hallgren