

**OFFICIAL MINUTES OF THE MUNICIPAL UTILITY COMMISSION
FOR THE VILLAGE OF BATH
REGULAR MEETING
OCTOBER 11, 2016**

This meeting of the Municipal Utility Commission of the Village of Bath was held on the 11th day of October 2016 at Bath Electric, Gas & Water Systems, located at 7 South Ave., Bath, NY 14810. This meeting was called to order by Chairman of the Commission Harold Rodbourn at 4:30 p.m.

Present:

Utility Commissioner Chair:	Harold Rodbourn
Utility Commissioner:	Will Heigel
Utility Commissioner:	Barney Bonicave
Utility Commissioner:	Mike Austin
Utility Commissioner:	Rhonda Sweet
Clerk/Treasurer:	Jacqueline Shroyer
Mayor:	William von Hagn
Trustee:	Mike Sweet
BEGWS Employee:	Julie Cerra
Village Code Enforcement:	Ralph Senese
Utility Employee/Union President:	Andrew Burdin
BEGWS Employee:	Josh Knowles
BEGWS Employee:	Royce Hoad

Regular Meeting:

Audit of Bills:

Motion made by Commissioner Bonicave, seconded by Commissioner Sweet to approve the Electric Fund Bills in the amount of \$104,024.31. All present were in favor and the motion was carried.

Minutes September 2016:

Motion made by Commissioner Bonicave, seconded by Commissioner Austin to accept the minutes for September 2016. All present were in favor and the motion was carried.

Supervisors Reports

Accounting/Commercial Office/Meter Reading

- Due to on-going issues with the current collections agency vendor (RR Resource Recovery) Julie Cerra and Dan Wilhelm visited Southern Tier Credit Center in Hornell to evaluate them as a potential collections agency vendor. The staff there gave a good impression and favorably answered our questions. Dan approved a switch to the new vendor if necessary. Subsequently, Julie visited RR Resource Recovery and was able to resolve the aforementioned issues. As a result we decided to stay with the current

vendor.

- Krissy is still trying to obtain reads for meters that have been estimated for more than 3 months. One issue is unsanitary conditions where neither the meter readers nor the service personnel will go into the residences.
- The AS400 was correctly shutdown and restarted allowing limited use of the system which contains BEGWS's fixed assets information. A concerted effort was made to find a vendor who could export the data out of the AS400. Inquiries led to Tom O'Neil of MPR Technologies who attended a meeting at BEGWS to review the situation. Mr. O'Neil is a former IBM employee who has experience in exporting data from AS400 systems. He was able to show us how to review what reports were available from the system and determined that he could probably help us export the data. Further inquiries with former vendors IBM and Corning Data Services led to dead ends. However, Harris/NorthStar determined that they could export the data and submitted a proposal for only \$1,260. The agreement has been signed and we expect to export the data in the near future.
- During the month of September no checks were issued for the Electric Upgrade Project.
- During the month of September \$810,523.85 was paid on the Sewer Upgrade Project.
- There was no QRS customer complaints filed with the NYS PSC during the month of August against BEGWS.
- There were 9,068 meters scheduled to be read in September of which 8,391 or 93% were actually read by meter readers or customers.
- Currently we have 1,276 offsite meter reads. This is about 14% of our total meter population. For August we had 220 e-bill customers and 287 direct withdrawal customers.

Dan Wilhelm

Electric Line Department

- Repaired several Street and Security lights
- Converted Water St., Crane St. Belfast St. and West Morris St. Water to Crane to 12 KV. This included the installation of a 3000 KVA stepdown pad at the Crane/Morris location
- Removed aluminum pole from top of a vehicle and made safe at Exit 39. Repairs will be made in the near future.
- Hung Wineglass Marathon banners.
- Responded to callouts at Fairview Substation, Hickory Hill Campground, Haverling St., May St. and State Rte. 415 S.
- Richard Pendle attended 1st year Apprentice Class 9/6 – 9/9
- Evan Green attended 2nd year Apprentice class 9/13 – 9/16
- Electric crews attended Safety training in Watkins Glen on 9/26. Topics included Vegetation management and tree trimming safety.

Mark Hawk – Electric Line Supervisor

Service Department

- Investigated 18 gas odor complaints.
- Investigated 1 CO complaint
- Rechecked pending gas leaks.
- Changed out 3 water meters.
- Mowing of BEGWS properties
- Replaced gas services @ 8 Campbell St, and 8 Lyon St.
- Installed new distribution regulator @ Wildflower Hills
- Began Annual Distribution Regulator Inspections
- Installed new correction device on Rte 54 Pit with remote reader to weekly confined space entry.
- Assisted UGLM in replacing mains at Colonial Lawns and cleared leaks at that location.

Steve Larsen – Service Department Supervisor

UGLM Department

Water:

- Repaired water service to Pudgies (Hit by contractor)
- Worked on Solar Bee controls on Tank #2 Maple Heights
- Replaced radio in well #8 for Scada reading
- Working on installing Chlorine monitors in wells

Gas:

- Replaced 823' feet of LP Gas main in Colonial Lawns
- Installed new LP gas services to Colonial Lawns main to curb
- Repaired gas main leak in Colonial Lawns
- Replaced gas service main to house at #8 Lyons St
- Installed new gas service curb to building new Liquor Store
- Removed gas service from main at 30 Belfast St.
- Removed gas service from main at 32 Belfast St.
- Removed gas service from main at 44 Belfast St.
- Removed gas service from main at 6 Gratton Drive
- Replaced gas service to Elm Cottage

Sewer:

- Flushed storm pipes for County DPW
Performed numerous Dig Safety markings

Dan Borhman

Waste Water Treatment Plant

- Daily lab test & reg maintenance
- Secondary tank 3 was drained for the contractors
- Pressed sludge out of the sludge thickener 3 days a week
- Put digester 2 back in use

Royce Hoad – WWTP Chief Operator

WWTP Project:

Motion made by Commissioner Bonicave, seconded by Commissioner Heigel to approve the Director, Guy Hallgren, to start the audit process, start the contract language and work with the Village Attorney for legalities for the Energy Service Performance. All present were in favor and the motion was carried.

MUA Finance Workshop:

Motion made by Commissioner Austin, seconded by Commissioner Heigel to approve the Director, Guy Hallgren, the Accounting Supervisor, Dan Wilhelm, and the accountant, Kris New to go to the MUA Accounting and Finance Workshop on October 19 & 20, 2016. All present were in favor and the motion was carried.

Accept Resignation of Commissioner:

Motion made by Commissioner Austin, seconded by Commissioner Bonicave to accept the resignation from Commissioner Rhonda Sweet effective October 28, 2016. All present were in favor and the motion was carried.

Adjourn Special Meeting/Executive Session:

Motion made by Commissioner Heigel, seconded by Commissioner Austin to adjourn the regular meeting of the Municipal Utility Commission of the Village of Bath at 5:24 p.m. to go into executive session for personnel. All present were in favor and the motion was carried.

Return to Regular Session:

Motion made by Commissioner Bonicave, seconded by Commissioner Sweet to return to the regular meeting at 6:00 p.m. All present were in favor and the motion was carried.

Supervisor Salaries:

Motion made by Commissioner Heigel, seconded by Commissioner Austin to accept the Director, Guy Hallgren's, recommendation on new salaries for the current Service Supervisor to \$63,897.00 and the current Line Supervisor to \$72,701.00. All present were in favor and the motion was carried.

Adjournment:

Motion made by Commissioner Austin, seconded by Commissioner Bonicave to adjourn the regular meeting at 6:21 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer
Clerk/Treasurer