

MINUTES OF THE UTILITIES BOARD MEETING  
OF THE  
TOWN OF EAGAR  
December 6, 2010

BOARD MEMBERS PRESENT: Mayor Kim Holaway, Chairman  
Steven Heap, Vice-Chairman Citizen Member  
Dennis Bigelow, Citizen Member  
Bill Greenwood, Town Manager  
Elwin Browning, Public Works Administrator  
Katie Wood, Finance Administrator  
Milt Nelson, Water Utility and Wastewater Department

STAFF: Bruce Ray, Community Development  
Marion Wiltbank, Assistant Town Clerk

**1. CALL TO ORDER**

Mayor Kim Holaway called the meeting of the Utilities Board to order at 12:00 p.m.

**2. OPEN CALL TO THE PUBLIC**

Pursuant to public notice of the meeting, there was a call to the public. No public was present.

**3. REVIEW OF MINUTES OF PREVIOUS MEETING**

Steven Heap moved to approve the minutes of March 1, 2010 Utilities Board. Seconded by Bill Greenwood; all were in favor (vote 7-0), motion carried.

**4. REPORTS**

**A. WATER DEPARTMENT REPORT & WASTEWATER DEPARTMENT REPORT**

**1. DISCUSSION AND CONSIDERATION OF THE ANNUAL IMPACT FEE REPORT**

Katie Wood said the impact fee funds for water and sewer are negative and we will never earn enough fees to balance them out. Bill Greenwood asked Bruce Ray on the year to date how do we compare from last year on the collection of fees? Bruce Ray reported that we are down from last year.

**2. DISCUSSION AND CONSIDERATION OF THE CONSUMER PRICE INDEX RATE INCREASE AND RECOMMENDED UTILITY RATE INCREASE**

Bill Greenwood said that the latest Consumer Price Index Rate Increase is for the month of October. Right now the total for October is .6%, the Cost of Living has not gone up, and it may push it to 1%. Katie Wood said it was consistent.

Katie Wood said that in the audit ending 6/30/2010 there is a negative fund balance for the year in Utility due to depreciation. We have a lot of bonds outstanding and until 2013 we will

probably continue to see a negative fund balance. At that time we will discuss repayment to the general fund for this balance. Bill Greenwood said if the economy is bad we don't have to raise our prices. Katie Wood was thinking Springerville rates are higher.

## **B. PUBLIC WORKS / ADMINISTRATIVE FACILITY REPORT**

### **1. DISCUSSION AND CONSIDERATION OF STRATEGIES TO TAKE ON WATER, SEWER AND ROADS**

#### **a. Road Priorities**

Elwin Browning- hasn't been able to do any chip sealing with HURF funds. We do chip sealing when the weather is warmer, around April through the summer. Water Canyon Road is really bad. Dennis Bigelow stated that Main Street is really nice. Bill Greenwood thinks they are done with Hwy 260, the part through town, as they did it five or six years ago. Katie Wood – we do really well in keeping the bike paths swept, so there are no bicycle accidents. Bill Greenwood- Some money is going into Brown and Hamblin Streets this next year. Elwin Browning- it will eat up a lot of our HURF money.

#### **b. Water / Sewer Priorities Action Plan**

Elwin Browning- on council agenda this week for council to approve bids for Spanish Trail waterlines and drainage for LeSueur Dr. project. On LeSueur Dr. the storm ditch south of ditch we will be putting in two 36-inch pipes and would like to put our sewer in at the same time. On Spanish Trail Road we will be putting six new hydrants and new 12-inch water line from School Bus Road to end.

Elwin Browning- on the water side we have contractors calling us to go to the radio read for water meter reads. We have been buying meters that we can change out to the radio read. Ron Welch doesn't think there would be much savings to change over to radio reads. With radio reads there would be an automatic alert to ladies in office of a water line break. The bases of the meters that we are putting in now can be converted. 30% of the meters could be converted over. Mayor Kim Holaway asked how much staff time does it take to read the meters now? Elwin Browning said it takes 8 guys one whole day. Ron Welch spends a lot of time going back to check reads. The contractors will come and talk to the council if you want them too. It costs \$60 for a new meter. Mayor Holaway asked if it would save time in the office? Katie Wood- yes, it is time consuming to key in all the meter reads. Elwin Browning- St. Johns has done this completely throughout their town and they use a wand that enters the reads automatically. St. Johns Public Works Director Paul Ramsey says they are great and save time.

## **C. OTHER DEPARTMENT REPORTS**

### **1. DISCUSSION AND CONSIDERATION OF THE SMALL COMMUNITY ENVIRONMENTAL PROTECTION PLAN**

Milt Nelson- we have to form a board to help make some policies and discuss what to put on the Small Community Environmental Protection Plan. Next week on Tuesday, December 14, 2010 at 10:30 Byron James from ADEQ will be here to help work on it. If they come to your

town and you have identified a problem, they would not fine the town and they would offer assistance. It effects water, sewer, oil, gas and hazardous waste. Bill and Milt will get together tomorrow around 9:00 or 10:00 a.m. and do what they can on the report. Milt has Springerville's draft. ADEQ did not like it that Springerville did not identify things they could work on. The town emergency water document could be drafted into this report. The Small Communities Plan has 14 sections. January or February we will put it on the Council Agenda.

**5. NEXT MEETING**

Will contact everyone within the next six months.

**6. ADJOURNMENT**

Dennis Bigelow moved to adjourn the meeting at 1:15 p.m. Seconded by Katie Wood; all were in favor (vote 7-0) and the motion carried.

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Chair Mayor Kim Holaway