

October 10, 2016
City of Glendale
Official Minutes - Water Utility Board Meeting

Meeting was called to order at 8:00 a.m.

Roll Call:	Present:	Richard Wiese, Chair
		Rachel Reiss, Secretary
		Dave Eastman, Member and City Services Director

The Secretary reported that the Clerk's Office was notified of this meeting being held on October 10, 2016 of time, place, and an agenda provided for proper posting of such on the City Hall's Official Bulletin Board, and for such proper notification to the local news media. She further reported that in accordance with the Open Meeting Law the above notification, thereof, was executed on October 6, 2016, and copies of the agenda were made available to the general public in the Municipal Building and persons who have so requested have been sent copies of the agenda.

Motion was made by Ms. Reiss, seconded by Mr. Eastman, to approve the minutes of the meeting held on September 12, 2016.

The petition filed by Willie & Mary Griffin, 2511 West Brantwood Avenue, requesting that the sewer user charge be temporarily based on the actual usage of 13,000 gallons, was reviewed. Mrs. Griffin called to question the high sewer consumption of 28,000 gallons based on April 11, 2016 meter reading for the May 1, 2016 billing. She advised that they had found the outside hose bib dripping (by the patio) and have since turned it off. At our September 6, 2016 appointment no leaks were found and the July 7, 2016 meter read reflects water usage at 13,000 gallons. Consumption has returned to normal.

Motion made by Mr. Eastman, seconded by Ms. Reiss, that the sewer user charge be based on the actual usage of 13,000 gallons for this property and a credit of 15,000 gallons be applied to the August 1, 2016, billing. Mary Stevens will write Mr. & Mrs. Griffin regarding such. Approved unanimously.

The petition filed by Brian King, 638 W. Riverview Drive, requesting that the sewer user charge be temporarily based on the actual usage of 18,000 gallons, was reviewed. Mr. King questioned his usage of 64,000 gallons based on the March 9, 2016 meter reading for the April 1, 2016 billing. He confirmed that he fixed a leaky toilet February 22, 2016. The May 5 meter exchange and June 9, 2016 meter read showed a combined usage of 18,000 gallons for July 1, 2016 billing.

Motion made by Mr. Eastman, seconded by Ms. Reiss, that the sewer user charge be based on the actual usage of 18,000 gallons for this property and a credit of 46,000 gallons be applied to the July 1, 2016 and October 1, 2016, billing. Mary Stevens will write Mr. King regarding such. Approved unanimously.

Residential Billing for Sewer Usage

Finance Director Lanser reviewed the City's current residential sewer billing practice. The City of Glendale has based the sewer usage on a winter quarter water usage for residential customers. For many years, this method was used to provide a reasonable estimate of water usage in the home that entered the sanitary sewer. Mr. Lanser is recommending the City amend the practice to bill sewer usage each quarter to coincide with water usage.

Ald. Wiese expressed concern with residents that have large pools. Ald. Wiese requested that there be an inclusion of a credit for residents that file a verification form that there is a pool and therefore do not have to pay the additional sewer charge for the month they fill their pool. Mr. Lanser recommended that this policy also require the applicant for the credit to have a Sensus meter installed. This will allow the City to monitor when the pool is being filled.

Motion was made by Ms. Reiss, and seconded by Mr. Eastman, to recommend the Common Council approve the discontinuation of billing residential sewer usage based on a winter quarter and beginning with the winter quarter 2016-2017 utility billings, all residential sewer usage billings be based on water usage each quarter. Furthermore, the Council will approve the policy of allowing a credit for the filling of a pool. Approved unanimously.

Water Utility Budget

Finance Director Lanser reviewed the Water Utility Budget. Mr. Lanser explained this budget does incorporate a planned water rate increase for 2017. There has not been an increase since 2015. Mr. Lanser also reminded the Board that due to several water main breaks in winters of 2014 and 2015, the Water Utility Fund owes several other funds over \$1 million. It is expected to take a few years to reimburse the other funds.

Mr. Lanser stated in the past this budget has not been presented to the Council. It was a consensus of the Board to forward this approved budget to the Council for informational purposes.

Motion was made by Ms. Reiss, seconded by Mr. Eastman, to approve the 2017 Recommended Water Utility Budget as presented. Approved unanimously.

The reports on the Monthly Water Billing for September 2016 were reviewed and placed on file.

The North Shore Water Commission reports on Water Usage for August 2016 were reviewed and placed on file.

The minutes of the North Shore Water Commission meeting of August 11, 2016 were reviewed and placed on file.

The City Treasurer's Reports on the Cash Position - Water Operating Fund for September 2016 were reviewed and placed on file.

Motion was made by Ms. Reiss, seconded by Mr. Eastman, to approve the Accounts Payable Approval Register dated October 10, 2016. Motion carried unanimously.

There being no further business, motion passed unanimously to adjourn the meeting at 8:35 a.m. until November 14, 2016.

Respectfully submitted,

Rachel Reiss
Secretary