

LOCKPORT TOWNSHIP WATER BOARD MEETING
April 3, 2018

Purpose of the meeting: Regular meeting of the Lockport Township Water Board.

Members Present:

David Cooper, Chairman
Paul Miller, Board Member
Mark Major, Lockport Township Rep
Lorrie Witt, Board Member
Scott King Operator
Pat Burke, McLellan and Strohm, Accountant
Rhonda Wright, Secretary

Member Absent:

None

Call to Order:

The April 3, 2018 meeting was called to order by Chairman David Cooper at 6:01 p.m.

Agenda Approval:

Lorrie made a motion to approve the agenda as presented. Paul seconded the motion. All in favor, MOTION PASSED 4-0.

Approval of meeting minutes:

Lorrie made a motion to approve the minutes of the March 6, 2018 meeting as presented. Mark seconded the motion. All in favor, MOTION PASSED 4-0.

Open Board seat interviews:

- A. David started the interviews by asking each candidate why they are interested in the position.
 1. Linda Baker stated she was on the Water Board 10 years prior and her husband also was a past board member. She has always been interested in how the Township is conducting business.
 2. Kelli Atkinson was previously employed with the operating company. This allowed her to become familiar with how the water board operates. Her experience includes reading meters, flushing hydrants, and shutting off delinquent services. She would be honored to fulfill the term left vacant by the death of her father, Wayne Timm.
- B. David asked each candidate what other experience they may have that would be a benefit to the board.
 1. Linda was a business owner and worked in the County Prosecutors Office. She understands how a business is run and the procedures needed to run a business. She was on the board when the tower was built so she is familiar with the tower and wells.
 2. Kelli has also worked in the business world. Her previous employment with the operating company gave her knowledge of the entire system.
- C. David asked each candidate if they would be able to handle upset customers.
 1. Linda said her previous experience as a business owner and in the prosecutor's office has prepared her for conflict with the public.
 2. Kelli said her 20 years working with the public has prepared her too.

- D. Neither candidate owns property serviced by the water department.
- E. A roll call vote to nominate one candidate to the Township Board was held, with David abstaining. Paul-Linda, Lorrie-Kelli, Mark-Kelli. MOTION PASSED 2-1 TO RECOMMEND KELLI. The Township Board will now make the final decision.

Visitors Comments:

No visitors comment.

Accountants Report:

- A. Pat provided the accounts receivable report. A few properties are still shut off from the last billing cycle. David left a message for Rod Beckwith but has not received a return call. Pat's office has received a few calls complaining about their billing amount.
- B. Pat provided the following bank account balances; checking \$73,687.91 and savings \$127,451.91.
- C. Lorrie made a motion to pay the monthly bills in the amount of \$9,490.62. Paul seconded the motion. MOTION CARRIED 4-0.
- D. Pat provided the monthly cubic feet of water billed report. Year to date is -12.62% water pumped but not billed. The goal is to have -10% or less pumped but not billed.
- E. The system operator's hours were 109 this month.
- F. Greg Millard met with the generator inspector. David called the inspector when he noticed codes were showing that he was not familiar with their meaning.
- G. Correspondence was the normal monthly along with information on upcoming classes. Scott will be attending two upcoming system operation classes.

System Operators Report:

- A. Scott continues to check the pumps daily, check the generators weekly, flush the end hydrants, collect water samples once a month and complete the yearly monitoring samples.
- B. The first quarter nitrate level was 7.4. This is higher than normal for this time of year. Lead and copper testing will be done in August.
- C. Lorrie made a motion to approve up to \$400 in repairs to the wells. Paul seconded the motion. MOTION CARRIED 4-0.

Old Business:

- A. AmeriGas did issue a refund last month.
- B. David has printed the dialer book. The dialer is still working but there are some issues he is currently trying to fix. Once the dialer is up and running correctly, a monthly test will be done.
- C. David's payroll charge for reading meters will be on next month's payroll.
- D. MXU units that have read as "no read" have been repaired or replaced.
- E. The Consumer Confidence Report (CCR) has been submitted to Kaitlyn and she indicated a new e mail address needs to be added to next years report.

New Business:

- A. With the higher than normal nitrate level, Scott suggested the board start looking at installing a new well. Another possibility would be to update well house one by drilling a new deeper, wider well. Glen Oaks Community College has installed a filtration system so this too could be an option. David will contact Northern Pump Company to ask for recommendations. Mark will contact Culligan for information on a filtration system.

Adjournment:

Paul made a motion to adjourn the meeting at 6:51 p.m. Lorrie seconded the motion. MOTION CARRIED 4-0.

Respectfully Submitted,

/s/

Rhonda Wright
Secretary

Minutes Approved: 06-05-2018

Future Meeting Dates:

May 1, 2018

June 5, 2018