



UEB Meeting Minutes, 5 Oct 2016

Meeting Time and Location: Began at 4:30 at Town Hall.

Attendance:, Aaron Caplan, Lee Hall, Coco Gordon, John Cowdry, Chuck Keim, Dan Reitz

Staff: Jim Blankenship, Lagenia Reimer, Amy Lynn, Kyle Miller **Liaisons:** **Guests:** Jay Stott, Dan Wildar

Previous Minutes: . Reviewed and modified Sep 21st minutes to say WWTP was designed for average flow not 90%. Then approved minutes.

Staff Update: Staff is starting to look into wastewater pretreatment code. If the town decides it wants to start issuing permits for this there are some legal steps that must first be done.

2017 Utility Fund Budgets: Reviewed the 2017 starting budget for the electric, water and wastewater funds. This starts with the budget from the year before and we then need to make modifications. One note was that all the funds were showing a good bit more from investment income than they had. If this is to be expected the budget should be updated to reflect that. **It was also asked what are the Donated Assets listed on the electric and wastewater budgets?**

We discussed the new Capital Improvement Plan (CIP) from RGA for water and wastewater and since it is a 20 year plan if we should just budget 1/20th of the total planned expense each year or should try and budget out individual projects. If possible, staff thought it would be better to try and budget individual projects. With regard to determining utility rates and investment fees, it was asked how bondholders know what affect rate cuts or elimination of certain fees like investment or tap fees will have on the town's ability to pay off the bond.

Last year the trustees decided to reduce the rate increase needed to pay off the new loan for the WWTP and use some of the money in that fund. The UEB may want to put in the numbers into the budget needed to break even to show the new trustees.

Water and Wastewater CIP: RG and Associates was not able to present. We went over what they had in their draft CIP. Replacing the 4 inch line with larger line in areas where fire protection might be hampered from the smaller lines should be a top priority. Areas where there is no looping of the water mains need looping. It was emphasized to try and coordinate getting water, and wastewater done first in areas that need paving.

Meeting ended: 5:35 pm. **Minutes Submitted by:** Aaron Caplan