

**CITY OF PITTSVILLE
WATER & SEWER COMMISSION
WEDNESDAY, JANUARY 10, 2018**

The meeting was called to order at 5:00 p.m. by Acting Chairperson Deana Becker.

Members present: Duane Tritz and Jerry Jensen

Members absent: John Becker and Dave Soderberg

Also present: Paul Veldman, Utility Director; Dale Nichols, Mayor

Motion by Duane Tritz to approve the minutes from the December 13, 2017 meeting. Second by Jerry Jensen. Motion carried.

There were no personal appearances so the MSA update was presented and discussed. MSA requested information from us for the Phosphorus Compliance Report, and that information was gathered and sent to them. The report is now 75% complete.

After discussion, motion by Duane Tritz to approve the leak adjustment request from the Pittsville Lions. Second by Jerry Jensen. Motion carried.

There was much discussion around the creation of a policy regarding the responsibility of unauthorized trickle customers. In the past, billing adjustments were made for all customers that trickled and did not differentiate between authorized and unauthorized. The PSC requires utilities to discount the bills of customers that are specifically requested to trickle, but there is nothing stated about customers who trickle on their own. Regarding frozen laterals, the PSC has stated that utilities are responsible for laterals from the main to the curb stop and that the property owner is responsible for laterals on their property. In keeping with the direction of the PSC regarding property owner responsibility, motion by Duane T. to use the trickling cost adjustment only for those customers specifically approved by representatives of the W/S Commission. The City will not be responsible for services beginning at the property line. Second by Jerry J. Motion carried.

This policy is effective immediately. Paul and Jake will inspect the residences of the customers that have informed the City office they were trickling due to freeze ups and then give them the policy. Any future calls received at the office from unauthorized customers that want to trickle will be told of their responsibility for the entire bill unless it is shown to be utility responsibility.

The operational and quarterly pumpage report were presented and discussed. The pumpage report was very unusual for this quarter and will be checked against the next quarter's pumpage report.

Motion by Jerry J. to approve the payment of water vouchers #10148-10159 and sewer vouchers #6547-6554. Second by Duane T. Motion carried.

Motion by Jerry J. to adjourn. Second by Duane T. Motion carried and the meeting was adjourned.

Submitted by,

Sue Shute
Deputy Clerk/Treasurer