

Swan creek Water District Board Meeting Minutes

DATE	<u>October 22, 2020</u>
6:30 PM	<p>Trustee Albert called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Roll Call Attendance: All Board members were present for this meeting with the exception of Brad Yunker who was working. Also present was the Fulton County Sanitary Engineer, Ziad Musallam.</p> <p>Motion was made by Trustee Mitchell, seconded by Trustee Walker to approve the regular meeting minutes from October 8, 2020. Motion carried unanimously.</p>
Public Forum	No public in attendance
Ziad Musallam	<p>CR 1-2 Master Meter – Trustee Fowler stated he wanted to address the issue with the County pulling from their CR 1-2 Meter as well as CR 2 before they move on to the estimating numbers. He had a conversation with Mr. Musallam who stated that he does not feel that they are pulling from CR 1-2 but what isn't available at CR 2 (because it is going North) comes out of CR 1-2.</p> <p>Trustee Albert stated that he has spoken to two different engineering companies who said water will pull out of CR 1-2 to supplement what isn't there at CR 2. Mr. Musallam said when there is a high demand it will definitely pull from CR 1-2, but under normal circumstances, the County's usage would come from CR 2 since it is closer. Trustee Fowler said he understands this concept, but does not necessarily agree. The contract is what it is right now and after the billing is straightened out and the master meters are replaced, the Board will want to revisit this and see about getting the contract amended. Mr. Musallam said they would have to have a hydraulic model done in order to prove all these theories and to show where the water is coming from when NEWS (Northeast Water System) is calling for water.</p> <p>Trustee Walker asked Mr. Musallam how often they are running their pump. Mr. Musallam said they do not keep track of it but they could if they need to once a hydraulic model is done. Trustee Fowler said it sounds like it comes down to finding out how much this model would cost vs. the cost of the expenses from the CR 1-2 pit. The District is replacing the master meters on CR 1-2 and CR 2 which are 20+ years old and maybe after that is completed they can look into getting this model done.</p> <p>Trustee Albert said that they have changed out all the residential meters and are now replacing everything is those two-meter pits and there should be no question as to whether this is a SCWD (Swan creek Water District) issue. He asked Mr. Musallam if he was having their meter changed out. Mr. Musallam said that they are planning to replace their compound meter with a magnetic meter, which will detect all flow including any back flow, but has it in the budget for 2021 and plans on having it done in January.</p> <p>County Estimating NEWS Usage – Mr. Musallam said that beginning in April of 2019, they started experiences a higher water loss and the numbers did not make sense. He spoke to Badger and they thought maybe since a contractor was pulling water from a hydrant, downstream from the pump station it could have caused their meter to have erratic movement. They then decided to keep monitoring the numbers and have the meter tested again. The meter passed the test but, but the numbers still were off based</p>

on their internal usage and so forth. His meter is over registering. He is hoping that the new magnetic meter will take care of any problems on their end.

Trustee Fowler said there is a discrepancy on the credit of \$6,000 that Mr. Musallam proposed. When you take the actual usage from the NEWS meter and subtract what the District has been given credit for the difference is 31,643,475 gallons, which would equal approximately \$161,000. Mr. Musallam said the NEWS meter is over registering and that is why he has been estimating their usage.

Trustee Albert asked Mr. Musallam if he had the meter tested twice and the reports showed it was ok then when did he have a test that said it was over registering. Mr. Musallam explained that it is based on the usage. It is impossible for the master meters to register more water than what is being pulled out of the 24" main.

He asked Tina to provide him with the District's billing so they could give the District a credit based on their normal percentage of wholesale vs. retail. The \$6,000 credit that was recently proposed is only based on the District's billing vs. what they paid.

Tina is to get Mr. Musallam all the Districts billing information along with any non-billable usage for that last couple years so he can determine the average percentage of water they paid for vs. their actual usage. Mr. Musallam will base the new credit on these numbers and get back to the Board.


Check Valve Discussion – Trustee Fowler asked Mr. Musallam if a single or dual check valve was needed when they have their new master meters installed. Mr. Musallam said that requirement was waived by the county under the condition that the District maintain backflow prevention throughout their system. Like the backflow device at the Trailer Park. In addition, the new ultrasonic meters will detect any water coming back through the meter. Trustee Albert called Tom Shelley to discuss this and inform him that according to Mr. Musallam, a check valve is no longer required. Tom said he did not see any reason to purchase a check valve if it was not required.

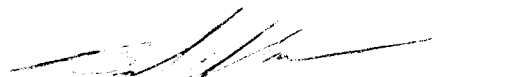
EPA Operator Discussion – Mr. Musallam informed the Board that he is planning to retire from the County at the end of May 2021 and would be interested in continuing as the District's Operator but as an independent contractor and not through the County. Trustee Fowler suggested that Mr. Musallam forward his salary requirements to the Board. Mr. Musallam said the rate would be the same or less because going through the county the benefits are included in the rate. Trustee Albert asked Mr. Musallam to send over his qualifications and what his rate would be and the Board will consider it. Mr. Musallam said he could do that after he submits his letter of intent to the County Commissioners.

Administrative	<p>Resolution(s) 2020-28 thru 31</p> <p>Purchase Orders were initialed by the Board</p> <p>Fund Summary Report was provided to the Board for review.</p> <p>September's Bank & Investment Statements and Reconciliation Report – Were reviewed and initialed by the Board.</p> <p>October's Usage/Billing Summary – Was provided to the Board for review.</p> <p>Tom & Tina's Contract up in December – Trustee Albert would like to go into Executive Session to discuss this. Trustee Fowler said it would be best to wait till all other agenda items have been addressed.</p>
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Treasurer	<p>Resolution for Payment of Bills – Trustee Fowler reported that he has reviewed the bills and had no issues.</p> <p>Resolution 2020-33 was motioned by Trustee Fowler, seconded by Trustee Walker to approve payment of the bills in the amount of \$1,322.17. Roll Call was done and Motion carried unanimously.</p> <p>Trailer Park Status – Past due amount is \$1,216.49 plus \$121.65 in late fees. (1st Notice mailed out on 10-22 with shut-off date of 11-6. 10-day notices can be posted on 11-9)</p>
Water Board Trustees' Report(s)	
Inspector's Report	
Old Business	<p>EPA Contract Operators – No updates at this time.</p> <p>Master Meter Change Outs & Check Valves – Meters have arrived. The holdup was on the check valves and this was discussed earlier in the meeting with Mr. Musallam</p>
New Business	
Executive Session	<p>At 7:53 p.m. Trustee Fowler made a motion to go into executive session to discuss Tina's contract and extra hours, motion was seconded by Trustee Albert. Motion Carried.</p> <p>At 8:53 p.m. Trustee Albert made a motion to return to regular session seconded by Trustee Fowler. Roll Call was done and Motion Carried unanimously.</p>
Motion for Adjournment	<p>At 8:54 P.M., Motion was made by Trustee Fowler to adjourn, seconded by Trustee Walker. Motion carried unanimously.</p>
Upcoming Meetings	<p>The next two regular meetings are scheduled for: Thursday, November 19, 2020 and December 17, 2020 at 6:30 pm.</p>

SWANCREEK WATER DISTRICT BOARD


Shawn Albert


Brad Yunker


Mark Fowler


Lenox Mitchell


Randy Walker, Board Secretary