

COUNCIL WORKSHOP MEETING

August 27, 2013

Mayor Coate called the meeting to order.

Present were: Mayor Coate; *Councilmembers:* Fred Francis, Debbie Miller, Jason Tinnerman, Scott Fogle, Ora Ashley, and Susan Willis. *Also present were:* Manager Kline, Tim Swartztrauber, Jill Grise, and Clerk Cantrell. *Absent:* None.

The following Certificate of the Clerk of the Council to the presiding Officer of the Council of the Municipality of West Milton was read: The undersigned certified that all requirements to notice and notification has been done or attempted to be done in compliance with Council Rule III.

Dated: August 27, 2013

Signed: Linda L. Cantrell CAP-OM
Clerk of Council

WATER DATA STUDY

Manager Kline gave each Councilmember a hand out (*Water Data \$\$\$ Analysis*) for their review. He stated he would be presenting cost for bulk water purchase only. Manager Kline gave an example showing the total water budget minus the bulk water budget resulting in the amount left for operations. He also gave a comparison of the cost options if the Municipality purchased water from Union (*plus the cost to treat Union's water*), Dayton, Tipp City, West Milton's own well field, and the cost being currently paid to Troy. Manager Kline stated EPA would not allow the Municipality to use the potential well field.

Scott Fogle asked Manager Kline to get the word out for citizens to watch the September 10, 2013, Council Meeting. He stated citizens need to know about the 2014 (6%), 2015 (6%), 2016 (6%), and 2017 (3%) increases to their water bills so they can prepare for them. Manager Kline stated he would work to get the word out to the citizens. Ora Ashley asked what Union would be able to offer the Municipality in the future. Tim Swartztrauber stated Union will have to build a new plant in the future. He also explained what items the Municipality would have to do to prepare to get water from Union. After additional discussion, it was determined to work on getting the information regarding the water rates ready to present at the November meeting. It was suggested to send out flyers and put the information on the water bill also.

WATER METERS

Manager Kline stated in making the decision as to whether to purchase drive-by or fixed-base meters the following should be considered: 1) water rates are high; 2) the Municipality only has a billing clerk and a four (4) man department working both water and wastewater; 3) the department is down two (2) employees with the assumption that only one (1) will be returning to work after recovering from an injury; and depending on weather and other working conditions it can take as long as a week to read the meters currently. He stated the drive-by meters would shorten that work considerably. Manager Kline stated the reading of the meters could be completed in a half-day or less. He stated the fixed-base meters would give the Municipality the ability to provide the best customer service. Manager Kline stated the fixed-base meter makes it possible to keep an eye on everyone's account and warn them if a leak develops in their homes. He stated this helps prevent large unused consumption of water and helps keep the customer's bill as low as possible. Manager Kline stated he believes customer service is the most important factor.

Manager Kline stated the software offered by Sensus is better than what is offered by Badger. He stated his recommendation is to purchase the Sensus fixed-base meters Alternative 1, Fixed-Base, from Everett J. Prescott, Inc. of West Carrollton, OH. Manager Kline stated from what he can tell it has a proven technology. He stated he believes it is important for the Municipality to upgrade its system and upgrade it to a proven system which will be the most seamless in terms of manpower. Manager Kline stated another important factor is the Municipality purchases water from Troy and Troy uses the Sensus metering fixed-base system. He stated he believes it makes sense that West Milton's and Troy's systems should be the same in character, administration, and future compatibility.

Manager Kline gave each Councilmember a handout (*Water Meter Financial Issues*) for their review. This handout contained information as to how much money the Municipality could pay from reserves and how much money would need to be borrowed. It also gave break downs as to what the cost would be per customer to purchase drive-by meters and fixed-base meters. Manager Kline recommended the Municipality borrow six hundred thousand dollars (\$600,000) from Minster Bank at a term of three percent (3%) for ten (10) years. He stated one hundred sixteen thousand eight hundred ninety-three dollars and seventy-three cents (\$116,893.73) should be expended equally from both the water and sewer funds. Manager Kline stated he recommends a flat-rate of two dollars and seventy-two cents (\$2.72) per account per meter be charged to the citizens to pay for the financing of the meters. That no more than sixty-nine thousand seven hundred dollars (\$69,700) be collected per

annum. That should collections be greater, the flat-rate would be adjusted to an appropriate lower level. Also, if and when the customer base should grow, the flat-rate would be lowered accordingly. It would be reviewed on an annual basis and reported to Council. Manager Kline also gave information as to how implementation of the new meters would work.

Debbie Miller asked if Manager Kline had any idea of the increase in revenues installing the new meters would bring in. Manager Kline stated the towns he visited and spoke with stated they have had between seven and nine percent (7% - 9%). He stated he is guessing at least a five percent (5%) increase.

Scott Fogle asked Manager Kline to communicate this information at the same time he is communicating information about the Water Data Study. Manager Kline stated he would. Also, they will communicate the goal is to increase the Water Capital Account by thirty-five thousand dollars (\$35,000).

Manager Kline gave Council a copy of the Water Rules and Regulations for their review. They discussed Section 52.120 Water Charges and Delinquent Accounts. Manager Kline stated the Municipality has two thousand one hundred thirty (2,130) customers.

Manager Kline stated when the meters are changed out there will be a final reading. He stated no penalties or interest will be charged on the final bills until customers can get them paid. A lengthy discussion took place regarding when the final bill from the old meters should be charged and when the billing for the new meters would be billed. Manager Kline and Jill Grise will work on this and report back to Council at a future meeting.

Scott Fogle asked if the Sensus meters are purchased would there be any hidden costs and what type of warranty would there be. Manager Kline stated there is a twenty (20) year warranty and that Choice One put in the specs that ninety-eight percent (98%) of the meters will be read or the successful bidder has to do the additional towers at their expense.

Gary Rogers from USA/Utility Sales Agency, LLC stated his bid was lower and asked why Manager Kline was recommending going with the other company. Manager Kline stated he believes Sensus is the meters the Municipality should go with and that Troy is continuing with Sensus in the future. Mr. Rogers stated Vandalia, Dayton, and Englewood are all drive-by and that he thought he could show the Municipality that the drive-by meters are a good choice. Jason Tinnerman asked if the technology is the same for the mentioned cities. Mr. Roger stated technology upgrades happen all the time; so not all of them. Todd Cotton from Everett J. Prescott, Inc. stated if drive-by

meters are all the Municipality can afford it is good; but the fixed-base meters work better. Mr. Cotton stated it is harder to see if someone has a leak with the drive-by meters; but with fixed-base meters you know live twenty-four (24) hours a day. Mr. Rogers stated he could do the same thing as Mr. Cotton; but a lot cheaper. Mr. Rogers stated the drive-by system is easier to learn and with the fixed-base system you need at least one (1) IT person on your staff. Mr. Rogers also stated they provide technical support. Mr. Cotton stated the Municipality would not need to have an IT person. Mr. Cotton stated the Municipality can see information on accounts immediately with fixed-base meters. Mr. Cotton stated their system and their technology is more advanced and that they have four (4) guys on call 24/7.

RE-APPROPRIATIONS

Manager Kline gave each Councilmember a report containing the necessary 2013 Appropriation Amendments for their review. The report contained items for the General Fund, Park Fund, Water Capital Improvements Fund, Water Fund, and the Sewer Fund. Manager Kline stated some of the items included were the architectural design for the upgrade to the police facility, the water study, setup for the improved water billing, the fireworks donation to the Lion's Club, and a rather substantial income tax refund for years of overpayment.

GENERAL DISCUSSION

Manager Kline stated the downtown merchants will be having their Christmas Open-House from November 21 thru November 23, 2013. He stated the merchants will be open until 7:00 p.m. on those days. Santa will be there and Manager Kline stated he would like for Council to be there. Manager Kline stated Ben Herron would like to purchase an artificial tree to put at the new parking lot for the holiday season. He stated Mr. Herron would like to have six thousand dollars (\$6,000.00) for the tree and decorations. Manager Kline stated he and Ben will work on getting cost estimates and then bring this item of business back to a future Council Meeting.

Jason Tinnerman stated the one-way sign at the Brickhouse Café needs to be changed to two-way.

Manager Kline stated he spoke with Law Director Sell and Assistant Law Director Brosh regarding what he, the Municipal employees, and Council could do regarding the Street Levy. He stated they are limited to what they can do. Manager Kline gave each Councilmember a copy of Ohio Revised

Code, Section 9.03, Newsletters of Political Subdivisions. He highlighted the following from Section C – “No governing body of a political subdivision shall use public funds to do any of the following: (e) Supports or opposes the nomination or election of a candidate for public office, the investigation, prosecution, or recall of a public official, or the passage of a levy or bond issue.” Scott Fogle stated he was thinking a town hall meeting could be held and would allow the employees to come and just give facts, not recommend how the citizens should vote. Mr. Fogle asked if it could be held at the Municipal Building. Susan Willis stated she thinks Council needs to form a committee to work on the Street Levy; and they will need a treasurer. Ms. Willis stated Alice Martin stated she is against the street levy. Ora Ashley stated he likes how Manager Kline gives facts during the Council Meetings to let citizens know why it is important to pass the Street Levy.

Manager Kline showed Council a picture of a banner he would like to have for the Municipality to put up for Memorial Day, the Fourth of July, and Veterans day honoring a hometown hero. At the bottom of the banner it can show who sponsored the banner. He stated a gentleman from the Rotary wants to work on getting funding to do these banners, as well as funding for a skate park for West Milton.

Scott Fogle stated he and his family went to the Englewood Reserve and while he was there he saw signs up stating to save the dam. Mr. Fogle gave each Councilmember a copy of an article from Metroparks.org titled “Dayton’s ‘Dam’ Potential” for their review.

Fred Francis asked if all of Council wanted to purchase the Sensus meters. Everyone stated they want the Sensus meters.

Jason Tinnerman stated he would not be at the September 10, 2013, meeting.

Ora Ashley asked that a facts sheet be put out regarding the Street Levy. Manager Kline will work on that.

ADJOURNMENT

Debbie Miller made a motion, seconded by Fred Francis to adjourn the meeting. The meeting adjourned at 9:23 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Michael Coate II
Mayor