



McCORMICK

COMMISSION OF PUBLIC WORKS

Minutes

Regular Meeting

5:00 pm, February 13, 2020

Chairman Charles Hegler called the meeting to order with Commissioner Leonard Bowick, Commissioner George Long, General Manager Adam Hedden, Superintendent James Robinson and Office Manager Cheryl Daniels present.

On a Motion by Commissioner George Long, seconded by Leonard Bowick, the Commissioners approved the January 2020 Regular Meeting Minutes, January 2020 Accounts Payable and the December 2019 Financial Statement.

Safety Committee Update:

Safety Training for the month of February will be Traffic Flagging and Trench Safety.

Cheryl Daniels ~ Office Manager:

Operations are running smoothly in the office.

James Robinson ~ Superintendent:

JR stated that safety training for the month of February will be Traffic Flagging and Trench Safety. Overall, operations are running smoothly.

Glenn Hill ~ Chief Waste Water Operator:

Mr. Hegler presented Glenn's report:

The pump at Westowne lift station has been replaced. Combs & Associates and P. F. Moon & Company came by the plant and said they are going to submit a bid on the wastewater plant project. Overall, operations are running smoothly.

Troy Caparro ~ Water Treatment Plant:

Mr. Hegler presented Troy's report:

The lake level as of February 10 was 333.04 feet with a daily change of 0.98 feet. New total coliform/E. Coli sampling SOP's have been instituted and operator training was conducted. Overall, operations are running smoothly.

Adam Hedden ~ General Manager:

Water Plant:

- Since our last meeting, we learned that most contractors have decided not to bid the water plant project for various reasons, which left us with only one bidder. After talking with contractors, a few adjustments were made to the way items were bid. These changes helped; however, the opening date was moved to February 20. As of now, we have a minimum of 2 contractors to put in bids. Also, the USDA has informed us that we have approval from SHPO and the ACHP. We may call a special meeting to approve the recommended bid to the USDA.
- Lyman Wray is aware of the changes to the bid opening date and has adjusted his schedule accordingly.
- Troy Caparro of Clearwater will be helping us with the management of the water plant for the next several months. His knowledge along with Clearwater's resources will be very beneficial as we continue to operate our current plant and start construction of the new one.

Work was completed on the **Wastewater Sewer Use Ordinance** on the proposed agreement and will be sent to the county which allows us to enforce a county ordinance that must be at a minimum as stringent as our proposed ordinance. It will go out on Monday for their consideration.

Wastewater Plant Grant – A second bidder developed late for this project and the bid open date was moved to February 18th.

Wholesale Power – Morgan Stanley has been finalizing documents and watching the market. They still anticipate being able to complete the agreement but need rates to improve so they can provide the minimum discount described in the contract.

It was determined that the recent **Electrical Outage** was the result of a mechanical failure inside the regulator. This is per McCall Thomas who took the regulator to their facility and took it a part. In their opinion, either the motor shaft or the motor bracket itself broke. This would have allowed it to touch one of several contacts below and resulted in the fire. We are waiting on bids for new regulators now. It should be noted that Gary Elliott of Lee Electrical, his crew, and a crew from Little

River Electric, along with our employees were instrumental in getting the power back on so quickly. We are looking into a new option that could cut the outage time down drastically for incidents such as this.

Rate Study – We are working through some final questions and Summit has requested a little extra time to complete the work. This still works with our time schedule.

Employee Personnel Handbook is complete. Motion to accept the employee personnel handbook as submitted was made by George Long, seconded by Leonard Bowick. Vote to accept the employee personnel handbook was approved.

No **excess equipment** was sold this past month. The bids did not meet the minimum price. We plan on advertising it again in the next few weeks.

There being no further business, Mr. Hegler made motion to adjourn.

Respectfully Submitted,



Cheryl Daniels
Office Manager