

Municipal Utility Commission

August 5, 2014
Meeting Minutes

Call to order

Harold Rodbourn called to order the regular meeting of the Municipal Utilities Commission at 4:35 PM on August 5, 2014 at BEGWS Small Conference Room.

Roll call

Chairman Rodbourn conducted a roll call. The following persons were present which constituted a quorum:

Chairman	Harold J. Rodbourn
Vice Chairman	Michael Austin
Commissioner	Rhonda Sweet
Commissioner	William Heigel
Commissioner	Barney Bonicave
Director	Guy Hallgren
Village Trustee	Michael Sweet

Audit of Bills

- The bills were reviewed by all Commissioners present. Motion by Vice Chairman Austin and seconded by Commissioner Bonicave, passed unanimously to pay the Abstract of Audited Vouchers: August 5, 2014 for Electric Fund of \$41,841.81 and for Electric Upgrade of \$14,492.62.
- List of accounts payable and electronic fund transfers paid to date: August 31, 2014

Expense	Amount
CNG	\$55,093.12
NYSEG	\$33,456.49
Payroll for Period 16 , 2014	\$69,351.93
New York State Sales Tax	\$6,836.76
NYMPA	\$20,218.00
NYPA	\$77,976.21
Accounts Payable 8/19/14	\$188,440.38
Payroll for Period 17, 2014	\$72,513.98
Payroll for Period 18, 2014	\$71,431.18
Special Payroll Correct Electric OT	\$625.25

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Approval of minutes from last meeting

Motion by Vice Chairman Austin and seconded by Commissioner Sweet to accept as read for June 2014. Passed unanimously.

Petitions and Communications

BEGWS – Supervisor Reports

The supervisors report for the month of June were reviewed by the Commissioners and copy of this report is attached to and made part of these minutes.

Supervisors Report for Accounting/Commercial Office/Meter Reading

- Updated the 2014-2015 projected to budget variance report.
- BEGWS commercial office staff started using remote capture from Five Star Bank to deposit checks into our bank account from our office at the end of each day.
- Staff received training on ergonomics, work place stress and work place violence during the month of July.
- BEGWS accounting staff provided Frank Radigan of the Hudson River Energy Group with information pertaining to our electric rate case.
- Harbridge Consulting provide BEGWS with the 2013-2014 GAS 45 valuation report that was required to be completed this year.
- BEGWS accounting staff completed and submitted the Annual 18a Temporary State Assessment Surcharge calculation and reconciliation to the NYS PSC. The surcharges this year for gas will be .0179 \$/MCF for Service Class 1 customers, .0100 \$/MCF for Service Class 3 customers, and .0081 \$/MCF for Service Class 4 customers. The surcharges were effective with the July billings.
- Sewer rate increases were effective with the July billings.
- On July, 1st the BEGWS Accounting Staff filed the Annual Electric Power Industry Report with the U.S. Department of Energy. This report contains information on the quantity of electricity received and sold throughout the year.
- \$0 were spent on the Electric Upgrade Project.
- No QRS cases of customer complaints were filed with the NYS PSC during the month of July against BEGWS.
- Month to date 6,832 meters have been read out of a possible 7,936. This is a 86.1% reading rate so far this month, with 1,006 meters still scheduled to be read. Percentage of meters not read by department are: Electric 9.2%, Gas 18.2%, & Water 19.5%. The primary reason for not getting a read is no coverage when a Meter Reader is off and a lack of access to the meter is another major factor.
- Currently we have 857 electric meters being read by radio. This is about 19.5% of our electric meter population. We currently have 212 e-bill customers and 218 direct withdrawal customers.

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Supervisors Report for Electric Department

- Repaired 5 Street lights and 4 Security lights
- Connected new service on city route 13
- Set 9 new poles on Spaulding Drive hung new transformers and ran new conductor for the 12 Kv upgrade
- Responded to callouts at Whiting Street, 6043 City Route 11, Mountain View E, 6243 City Route 11, 125 E Washington Street
- Power Outage on July 8

At about 6:20pm we experienced a power outage which impacted most of the customers on the west side of town. This outage was caused by a lightning strike on the old transmission line which feeds Hodgman Sub on the west side of town near the fast food area. The struck tower was located back lot off East Washington St. east of May St. The lightning strike destroyed a crossarm bringing one phase of the 34.5kV onto the crossarm. The transmission tripped off back to the NYSEG Bath substation. This de-energized the Hodgman Sub (our only old sub left). All customers fed from the Hodgman sub were out at this time. We estimate this to be about 500 customer's total.

The line crews responded by 7 PM and energized one of the Hodgman subs two circuits (302) by 8pm. The crews then repaired the damaged transmission pole by replacing a crossarm and associated insulators. The transmission line was reenergized by 9:10pm and this reenergized the Hodgman Sub. All customers were reenergized at this time. The line crews remained on duty to perform switching to get the Hodgman Sub into its original configuration.

Mark Hawk – Electric Line Supervisor

Supervisors Report for Service Department

- Investigated 8 gas odor complaints.
- Installed new gas service on outside of building @ 115-117 Cruger, and 3 Ark Street. Also installed water meter remotes at these locations.
- Attended Health and Safety Training for Workplace Violence.
- Relocated gas service @ golf course pro shop due to vehicular damage to old service.
- Dismantled and cleaned water meter @ sewer treatment plant after meter readers brought to our attention it had stopped reading.

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- 3 employees from the Village of Hamilton were here on 2 separate occasions for hands on training.
- Continuing gas leak survey.
- Purchased 2014 Jeep Compass to replace U-2 (meter reader truck).
- Tore down regulator @ Rte 54 inspected and replaced boot due to pressure spikes.

Steve Larsen – Service Department

SUPERVISORS REPORT UGLM

Water:

- Repaired water service at #2 West Washington , the Shannon Building
- Vacuumed all Manholes to remove debris from Street Dept removal of manholes on Rumsey St

Gas :

- Replaced service curb to building at Bath Country Club, after regulator was run over with vehicle.
- Replaced portion of H P main on Pine Street
- All UGLM personal received Butt Fusion Certification training
- All UGLM personal received Electrofusion Certification training
- Preparing for Liberty St upgrade
- Have done many Dig Safely Requests
- Prepared and submitted report to Director Hallgren for training records regarding fusion joining.

Dan Borhman – UGLM Supervisor

Supervisors Report – Waste Water Treatment Plant

- Daily lab test
- Scheduled regular maintenance
- Received and pressed 86,500 gals of sludge from Village of Dansville
- Dansville sludge deliveries to stop in August 2014
- Drained primary tank to make repairs
- Receiving sludge from Penn Yan WWTP until they get their digesters working

Royce Hoad – WWTP Supervisor

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Hydro Allocation – no reduction in firm hydro energy sales are anticipated for August 1–31, 2014

Serv U Credit Union Service Request

Serv U Credit Union is requesting service with BEGWS. They are currently served by NYSEG. They are located within BEGWS franchise and BEGWS has service available without extension of primary.

MEUA Annual Conference Delegation Resolution

Director Hallgren will be representing Bath Electric Gas & Water Systems at the MEUA Annual Conference in Canandaigua, NY from September 9-12, 2014. Motion by Commissioner Bonicave and seconded by Commissioner Sweet to passed unanimously to delegate Director Hallgren as the voting member of BEGWS.

Solar Conference Review

Director Hallgren attended a Solar Conference sponsored by NYPA and organized by the Electric Power Research Institute (EPRI), the workshop is intended to support the aims of the Solar Market Acceleration Program (SolarMAP). It promoted information exchange among NYS utilities and stakeholders surrounding the significance of solar, the benefits and challenges associated with greater solar adoption, and mechanisms for accelerating/integrating system installations throughout the state.

MGP Site

The NYS DEC will be meeting with Director Hallgren on August 8, 2014 to review the site where it is believed by the DEC that environmental remediation for a manufactured gas plant which once existing near the Murray Ave gas meter station.

Accounting Department

Sewer Rate Increase

The sewer rate increase which was approved by the Village of Bath Board in June 2014 has been implemented. This will be reflected in customers bill beginning July 15, 2014

Electric Department

Substation Equipment – no longer needed has been released for bidding. The list was provided to approximately 6 brokers as well as MEUA members. 6 Substation transformers, associated regulators and appurtenances will be sold.

Service Department

Service Desk Reorganization – With an impending retirement coming up this fall, Director Hallgren is reviewing the need of maintaining the 11pm to 7am (3rd) shift. Meetings have been held regarding this and different ideas have been presented. One matter complicating this is Hamilton's desire to pay BEGWS for its services for a service desk to monitor their new gas system.

UGLM Department

The Liberty Street Gas Main Replacement will begin construction work on August 4th. Crews will work 10 hour days in order to complete a 40' section per day. There will be 16 sections of work proceeding on

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the east side of Liberty for a total of 640'. The projected completion date for this work is August 26, 2014 at a projected cost of \$110,000.

WWTP Department

A Presentation to NYPA and NYSERDA was made to overview the vision for proceeding with transforming the WWTP into a resource recovery hub. The presentation was well received. The Steuben County IDA and Three Rivers Development Council were also in attendance.

WWTP Upgrade Project NYSERDA Grant Request Clearcove will be writing a grant on Bath's behalf to deploy anaerobic digestion at the WWTP as part of the effort in transforming the facility into an energy producing entity. Awards of up to \$2 million dollars are available projects for study, engineering and construction.

Adjournment

Request for Adjournment by Commissioner Heigel, seconded by Commissioner Bonicave.

Harold Rodbourn adjourned the meeting at 5:25pm.

Minutes submitted by: Guy Hallgren