

METROPOLITAN LYNCHBURG MOORE
UTILITY DEPARTMENT
BOARD MEETING
May 9, 2023

The Metro Utility Board meeting scheduled for May 9, 2023, at 6:00 P.M. was called to order by Shane Taylor, Chairperson. Member's present: Charles "Boo" Johnston, Jon Robertson, Will Shavers, Shane Taylor, Barry Posluszny, Ronnie Cunningham, and Brooke Fanning.

Visitors: Travis Wilson, *LJA Engineering*, and Tabitha Moore, *The Lynchburg Times*

The motion was made by Barry Posluszny and seconded by Jon Robertson to amend the minutes of the April 11, 2023, meeting to specify why the 6" large meters needed to be replaced at Jack Daniel South Bottling Plant and North Bottling Plant. Motion carried 5-0.

Cates Booster Station cost estimate: Shane Taylor asked Travis Wilson to update the board on LJA's progress with the Cates Booster Station cost estimates. Mr. Wilson said he had spoken with Ronnie Cunningham to make certain LJA knew what old, estimated items to remove from the original cost estimate. He said he would present the board with an updated slimmed down booster station cost estimate at the June meeting for board consideration.

Engineer's Report: Travis Wilson updated the board on several ongoing projects:

1. CO2 Plant is being developed with Jack Daniel operating as a satellite sewer collection site.
2. Sewer Rehab Project Phase I is nearing completion. He anticipates completion within 60 days.
3. TDOT Road Widening has begun and LJA is coordinating with the contractor for material changes.
4. 12" Water Main project has begun at the new baseball park. LJA submitted a change order request for board approval. A motion was made by Barry Posluszny and seconded by Shane Taylor to allow the \$61,000 directional boring under the creeks. Motion passed 5-0.
5. Phase II of the Sewer Rehab project will begin with a plan review by LJA to determine what sewer pipes and manholes needed the most repair. He said this project would be fully funded with America Rescue Plan Funds.

Allen Babian Water Line Extension Request: The utility board reviewed the engineering comments that clearly state there is not enough water pressure to push water uphill to Mr. Babian's property. The board asked Ronnie Cunningham to contact Mr. Babian and explain to him he would need to install a water pump near the blow-off and run a water service line to his property. The utility board is unable to justify the costs associated with this project to fund it with rate payer funds. Mr. Charles Johnston explained that there are several areas in the county that are without access to county water. He and Barry Posluszny stated it was a shame in 2023 that county water was not available to all areas of the county.

Element XS Software: Brooke Fanning presented the board with a quote from Element XS software. This software would address a lack of inventory management at the utility. Mrs. Fanning explained that currently the maintenance crew and office staff are relying on pencil/paper work orders. This manual system is cumbersome and hard to manage. It is nearly impossible to get accurate dollar figures for expense management. Mr. Barry Posluszny said the \$26,000 dollar price tag was too expensive for inventory management. Mr. Charles Johnston also claimed the cost was too high for the overall value of the inventory only being around \$150,000. Mr. Posluszny asked if this software didn't work would MUD receive their money back? Mr. Johnston wondered if this software company went out of business would MUD still have access to this software for future use? Mrs. Fanning explained that this software was reputable and would work in tandem with the office staff's current billing software (CUSI) as well as import figures into Intuit QuickBooks, which is used for the bookkeeping. Mr. Posluszny said for now the staff should continue with manual work orders until more cost-effective software becomes available. Item was tabled for future. Staff will continue with manual work order processing. Mrs. Fanning will continue to search for other digital software companies that will work with MUD's processes.

Water Stats: Ronnie Cunningham presented the board with the water loss statistics from April 2023 for review.

Water Plant Filter Bed Project: Ronnie Cunningham presented the board with three quotes for the filter beds at the water treatment plant to be refurbished. After a discussion of the quotes presented a motion was made by Barry Posluszny and seconded by Will Shavers to accept Tech Coat's bid of \$111,740.00 to rehab all four filter beds at the water treatment plant. Motion passed unanimously.

General Manager Application Review: The board members reviewed and discussed their plan for interviewing the applicants for the General Manager position. They agreed to schedule in-person interviews on May 17th and May 25th. Shane Taylor will reach out to the candidates to schedule their interviews. The candidate chosen will be announced at the June meeting. The board hopes the new General Manager will begin work on July 1st, 2023.

A motion was made by Jon Robertson, and seconded by Barry Posluszny, to adjourn. The meeting adjourned at 7:12 PM. Motion passed 5-0.

Shane Taylor, Chairperson