

METROPOLITAN LYNCHBURG MOORE  
UTILITY DEPARTMENT  
BOARD MEETING  
October 12, 2021

The Metro Utility Board meeting scheduled for October 12, 2021, at 6:21 P.M. was called to order by Keith Moses, Chairperson. Member's present: Keith Moses, Barry Posluszny, Will Shavers, Mayor Bonnie Lewis, Brooke Fanning and Russell Sells.

Motion was made by Will Shavers and seconded by Barry Posluszny to approve the minutes of the September 14, 2021, meeting. Motion carried 4-0.

Jon Robertson Swearing In: Mayor Bonnie Lewis commenced with the swearing in of Jon Robertson. All welcomed Mr. Robertson as the newest utility board member.

Visitors: Travis Wilson, *LJA Engineering* and Buddy Petty, *Rates Studies, Inc.*

Payment Problems: Mayor Lewis shared an email she received from a concerned rate payer regarding the water bills receipt time and due date. The individual is concerned that there is too little time between a customer receiving their water bill and time required for MUD to receive "Payment Through Financial Institution Online Bill Pay." After a lengthy discussion of the reading dates, mailing dates and due dates it was decided that Mayor Lewis would email the individual back to address his concerns. This discussion led to questions about MUD's lock off procedures. The board questioned if MUD employees were working hard enough to contact customer's prior to lock off day for late payments. Mrs. Fanning and Mr. Sells both explained that multiple attempts were made to reach all delinquent customers for payment. Often times two or three phone calls are made before lock off day in an attempt to collect the debt. A decision was made to have Mrs. Fanning review the lock off list several days prior to lock offs to insure the accounts are being contacted in as many ways as possible prior to locking a meter off for non-payment.

Engineers' Reports – This item was moved to the manager's report section.

Rate Studies: Mr. Buddy Petty distributed his report to the board regarding his most recent rate study. He reviewed the information he gathered during his study and issued his recommendations accordingly. He recommends no rate increases for water or sewer until FY 2024. At that time, he suggests a 5% increase in water rates only. In FY 2025 he recommends another 4% increase. He feels like this will sufficiently fund the department for all expenses including depreciation expense. Mr. Russell Sells will provide the report to the Water and Wastewater Review Board with his next update.

Manager's Report: Mr. Russell Sells updated the board on several projects:

- a) TDOT Turn Lane on track to begin in February 2022
- b) SRF SSES Rehab Project on track to begin on time
- c) Short Creek experienced some pressure issues during the recent heavy rains. Several leaks were discovered in this area and repaired. All issues have been resolved.
- d) MUD crews are working on smaller projects to prepare for winter

Motion was made by Will Shavers, and seconded by Barry Posluszny, to adjourn. Meeting adjourned at 7:25 PM. Motion passed 5-0.

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Keith Moses, Chairperson