ITEM:

Approve the minutes of the Public Utility Advisory Board Regular Meeting for August 20, 2018.

BACKGROUND:

None.

STAFF RECOMMENDATION:

Approve the minutes.

SUPPORT INFORMATION:

August 20, 2018 Minutes.
CITY OF TRUTH OR CONSEQUENCES
PUBLIC UTILITY ADVISORY BOARD
MINUTES
MONDAY, AUGUST 20, 2018

REGULAR MEETING

Regular meeting of the Public Utility Advisory Board of the City of Truth or Consequences, New Mexico held in the City Commission Chambers, 405 W. 3rd Street, at 4:30 p.m. on Monday, August 20, 2018.

INTRODUCTION:

ROLL CALL:

George Szigeti, Chairman
Jeff Dornbusch, Vice-Chairman
Ron Pacourek, Member
Ed Williams, Member
Randy Ashbaugh, Member

ALSO PRESENT:

Juan Fuentes, City Manager
Bo Easley, Electric Division Director
Andy Alvarez, Sanitation Director
Arnie Castaneda, Water/Wastewater Supervisor
Traci Burnette, Grant/Projects Coordinator
Priscilla Fuentes, Electric Division Administrative Assistant
Ruby Otero-Vallejos, Water/Wastewater Administrative Assistant
Angela A. Torres, Deputy City Clerk
Mario Juarez-Infante, Wilson & Company
Brian Ambrogi, PE, Project Manager

APPROVAL OF AGENDA:

Chairman Szigeti called for approval of the agenda.

Vice-Chairman Dornbusch moved to approve the agenda. Member Williams seconded the motion. Motion carried unanimously.

APPROVAL OF MINUTES:

Vice-Chairman Dornbusch moved to approve the minutes. Member Williams seconded the motion. Motion carried unanimously.
COMMENTS FROM THE PUBLIC:

Klaus Witten asked if an RFP went out for the AMR Drive-by Meter Reading. There is no reason for the city not to go out for a public proposal on that project.

RESPONSE TO COMMENTS FROM THE PUBLIC:

Member Ashbaugh asked if this project has been put out for an RFP.

Chairman Szigeti stated that he is not aware of that, but he sent out an email to Mr. Easley and the City Manager some time ago concerning the issue. He heard that there had been an advertisement.

Traci Burnette once they get to new business she can explain it at that time.

Discussion/Update: McAdoo/Sims Project - Wilson & Company:

Wilson & Company reviewed the following:

- Scope of Work Overview: Wilson & Company has been engaged by the City of T or C Staff to develop a Work Plan that cost effectively replaces waterline, sanitary sewer, and reconstructs the roadways of McAdoo and Sims Street. Work Plan development has occurred via a series of meetings with Utilities and Streets Departments, conducted a site visit, understanding of the funding sources, and familiarity of staff capabilities and equipment. Following two staff meetings, it was recommended and the City secured the geotechnical investigation to determine the final pavement section and groundwater potential. Additionally, we recommended a ground topographic survey that identifies the exiting utility locations, manhole rim and invert elevations, and curb & gutter flow line elevations. This information is crucial in determining the direction of sanitary sewer gravity flow and the existing surface drainage patterns. It also provides information related to anticipated trench depth and groundwater mitigation alternatives.

- Project Location Map:
  a. Map identifies phases. They start on McAdoo and extend to Daniels and to Main Street.

- Work Plan:
  a. Site Challenges Shallow ground water encountered at 30" (2.5-ft).
  b. Shallow utilities.
  c. AC waterline trigger hazard mitigation handling and disposal.
  d. Clay sanitary sewer line is less than 4-ft depth (measure to invert); cannot alter existing elevations otherwise may adversely affect upstream and downstream gravity collection system.

- Strategy:
  a. Phase "Pilot" Project into cost and schedule manageable segments.
  b. Design and let for bidding Phase I: McAdoo from Clancy St. to Daniels Street
c. Streets Department will reconstruct the roadway (subgrade, reinforced base course, and 3" HMA pavement).
d. Letting Schedule: November 2018 (maximize groundwater depth)

• Project Cost:
a. Option 1 - Invitation for Bid $759,833.65
b. Option 2 - IFB $511,550.70

• What they want to learn:
a. Familiarize ourselves with staff and equipment capabilities working in downtown Main Street.
b. Firsthand knowledge of groundwater, soil conditions, and hot springs.
c. Familiarity with businesses and ability to better serve by adjusting design to minimize disruption.
d. Develop a cost effective Capital Infrastructure program that yields maximum return on investment.
e. Develop Street Department knowledge of installing base course reinforcement using geogrid.
f. Position the City to prepare a solid plan for the MSD waterline replacement project.
g. Identify and manage hot spring aqueducts so as not to disrupt during construction.

Discussion ensued with no action taken.

Discussion/Action: AMR Drive-by Meter Reading - Bo Easley, Electric Division Director

Electric Division Director Bo Easley reported the following:

• About a year ago they brought forth the YESCO System and that didn’t turn out to be what they hoped so the Commission asked him to look into an alternative for reading meters. He has been working on a drive by system strictly for electric meters.
• A few obstacles they are currently having with reading meters includes:
  a. Issues with dogs.
b. Locked gates.
c. Large Fences.
d. Vegetation.
e. Issues with people building porches around the meters.
f. A meter reader walking average is 6 miles a day.
g. Meter readers are exposed to injuries while reading meters.

• The benefits of the AMR System include:
  a. Meter Readers will be able to read meters in a shorter time period.
b. The system will give accurate readings.
c. Meter Readers will no longer have to enter the customer’s property to read the meter.
d. The City of Aztec has the drive-by system and it works well for them. They plugged the handheld into the docket system and right there they were able to read 112 meters without even moving their vehicle.
e. They would only have one meter technician reading water and electric meters and handle work orders.

- He received proposals from a few different companies for this project.
- We have money in-house for this project and the Commissioner’s approved it. Next year if they have money, they can do the water system. If we go with this system then it will be cheaper to add the water meters.
- Klaus Wittern asked why we didn’t do an RFP. The answer is because one company is thru CES and the other one is a State Contract so they do not require an RFP.
- The quotes from each company are pretty much the same.
- The system will be transparent to the Tyler System.

Chairman Szigeti asked that Mr. Easley forward the PowerPoint to Code Enforcement so they can address the code violations that were viewed in the presentation.

Member Williams moved to forward the AMR Drive-by Meter Reading System to the City Commission for approval, with the corrections of the $254, 156 amount that should be $253, 946 on the Eaton proposal. Vice Chairman Szigeti seconded the motion. Motion carried unanimously.

Discussion/Update: Electric Department – Electric Division Director Bo Easley:

Electric Division Director Bo Easley reported the following:

- High school Fitness Center - The contractors have made progress within the last two weeks.
- The Corona and Cielo Vista Subdivision – They sent out certified letters to let the residents know about the public meeting they will have regarding the project on August the 28th.
- Substation Battery Replacement – They submitted the PO last week and the contractor HEI will be replacing the batteries and boxes for the substations on the North and South Transformers.
- First Savings Bank – Contractors are doing the dirt work and the Electric Department set a new 3 phase pole and they will be coming underground off of that to a Padmount Transformer.
- Mud Mountain Antenna – A contractor will be doing a survey to see if the remaining antenna is good enough to use.

Discussion/Update: Sanitation Department – Sanitation Director Andy Alvarez:

Andy Alvarez, Sanitation Director reported the following:

- He was out on the trash route this morning because he had his employee Ryan Vallejos on the Polycart truck.
- His new hire Martin Gonzales has been on the backhoe. He had little to no experience with the backhoe before he came on board with the city, but he caught on very quickly and is able to
work with the traffic, he’s able to help people unload and maneuver the backhoe unload the trash, move it into the walking trailer and pack it. He needs to get his CDL permit and in order to get that he will need to pass his general knowledge test, and also pass his air break test.

- One of his vacancies has been filled. The new hire’s name is Jeremiah Easley. He will advertise in September for the other vacancy.
- He reviewed the trash that was collected this year compared to last year.
- He placed an order for a new side loader dumpster truck.
- He has been taking care of some illegal dumping we’ve had throughout the city.

Discussion/Update: Water/Wastewater Department - Jesus Navarro, Water/Waste Water Department:

Arnie Castaneda, Water/Waste Water Department, reported the following:

- Wastewater Phase 2 Project is almost complete. They are waiting for the contractor to come back and adjust the weirs on the clarifiers.
- As of this afternoon they have 3 active water leaks. They have recently made some changes in personnel and how to be more efficient in getting these leaks taken care of.
- They are working on a storm water discharge permit for the Wastewater Treatment Plant property. It hasn’t been updated in a while so they need to update the plan and train their employees on what they need to do in case of a flood.
- They had a visit from EPA and NMED for inspection on the Wastewater Treatment Plant.

Traci Burnette, Grants Coordinator reported the following:

- Phase 2A funding – NMED and Colonias approved change order #4 which was a reduction in the cost of the contract for de-watering. That brings the amount they will own the contractor and engineers around the $79,000 mark. Funding available from Colonias is $82,000. So we are going to be just under by roughly $5,000.

COMMENTS FROM THE BOARD:

Chairman Szigeti asked for the Energy Cost Adjustment to be added to the next agenda.

Member Williams asked that the supervisors present tonight go back and tell their employees that they are doing a great job and to keep up the good work.

COMMENTS FROM STAFF:

There were no additional comments from staff.
ADJOURNMENT:

There being no further business to come before the Public Utility Advisory Board, George Szigeti, Chairman, declared the meeting adjourned at 5:40 p.m.

PASSED AND APPROVED this 20th day of August, 2018.

Jeff Dornbusch, Vice Chairman
Public Utility Advisory Board