

## **CITY OF SALEM UTILITY COMMITTEE MINUTES OF MEETING AUGUST 9, 2023**

The City of Salem Utility Committee meeting was called to order by Utility Committee Chairperson and West Ward Alderman, Kyle Williams. The following individuals were present: Catherine Dent, John Hambacker, Harold Hamilton, Nathan Kinsey, Rick Letchworth, and David Weiss.

**Reports and Financials** Reports and financials for utility usage were presented by Stacy Houston, Financial Director for the City of Salem.

**Email Utility Bills** Jennifer Cochran, of the utility department, spoke about the process of setting up the email utility bills. City Administrator, Sally Burbridge, stated the city was still waiting on information from Encode.

**MMMPEP (Mid Missouri Municipal Power Energy Pool) Committee** Burbridge announced the MMMPEP Committee meeting is scheduled for October. Meetings are quarterly or as needed, and agendas for the meeting are sent out 2-3 weeks in advance. Kyle Williams inquired as to whether the agenda could be given to the utility committee, and Burbridge agreed to see if this was possible.

**Public Works Report** Director of Public Works, Mark Nash, reported there had been 1-2 water line breaks and lift station problems. Parts for the hydrants are unable to be procured, and hydrants will be replaced. John Hambacker asked about LED lighting, and changes are being made.

**Water Testing** A water testing quote and information regarding testing were provided by Josh Hunt. A quote was provided by Pace Technologies who recommends standards for source and bottled water per California standards. The cost for testing per well was \$3,691 with documentation; however, the city only has \$500 available for testing until there is a budget adjustment. Hunt went over the various testing groups with committee members and stated that the city tests monthly or yearly routine samples (depending on the grouping) and the city is in full compliance. Hunt stated the city has a sampling plan as posted on the mowatch.com website with locations being rotated. Hunt stated that even if the water was discolored, it was still safe.

**Waste Management** Justin of GFL Waste Management stated that the trash contract with the City ends August 31 and that a new contract proposal was presented to the Board of Aldermen at their meeting on August 8, 2023. Justin also noted that recycling costs were going to increase and suggested there might be better options for the city to pursue. A motion was made by Catherine Dent and seconded by David Weiss that the waste management rates as presented be accepted. Dent also made a motion, seconded by Harold Hamilton, that the city explore options for recycling. Both motions carried.

**Dusk to Dawn Lighting** Mark Nash reported that the cost of dusk-to-dawn lighting was increasing. The cheapest bid for the lights alone was \$167.50 per light. A discussion ensued about the charges for the current lights on hand. A motion was made by John Hambacker

and seconded by Harold Hamilton, that the cost for the dusk-to-dawn lights be billed at the rate at the time of purchase of the lights by the city. Motion carried. Nash also stated that there was a change in pricing for the cost of the poles used for the dusk-to-dawn lights, increasing almost \$200 per pole. Nash stated that in the past the city has not charged for setting the pole but now was asking for two hours minimum in labor costs. A motion was made by David Weiss and seconded by John Hambacker that the cost per pole be billed at the actual cost to the city when they were acquired, plus two hours labor for two people and two hours for equipment used. Motion carried.

**Service Availability Fee** Administrator Burbridge gave a presentation on the Service Availability Fee for water usage in gallons as compared to St. James. John Hambacker asked that the figures be sent to the committee to study, and Burbridge stated she would do so. Burbridge stated that the city needed to have a utility rate study done and develop a rate structure. She stated MPUA (Missouri Public Utility Alliance) does a rotating cycle for electric rate studies and Salem is on the schedule and there might be an option to add water. The sewer bond will take care of the sewer rates, and an engineer is presently working on this. Missouri Rural Water can do a rate study on the water, too. This topic will be revisited later.

**Out of City Utilities** Various entities were contacted regarding how they handled out-of-city electric, water, etc. rates and a recommendation was presented to the committee. A discussion ensued. A motion was made by Catherine Dent, seconded by Harold Hamilton, that the recommendation be followed. Because of the recent vote by the Aldermen regarding a 25% increase by the city for customers on city utilities outside the city limits which failed, the committee asked that all the council members be present at the next utility committee meeting.

**Adjournment** With no other business occurring, a motion was made by Nathan Kinsey and seconded by John Hambacker that the meeting adjourn. Motion carried.

**Next Meeting** The next meeting of the Utility Committee will be Wednesday, September 13 at 6:15 p.m. at the Salem Community Center in the Armory.

**Prepared by:** Catherine Dent