

**RECORD OF PROCEEDINGS
OF THE UTILITY ADVISORY COMMISSION
GARDNER, KANSAS**

Page No. 2020-11
June 4, 2020

The Utilities Advisory Commission of Gardner, Kansas, met in Regular Session on June 4, 2020, at City Hall. Present were Chairman Gary Williams, Vice-Chairman Kristina Harrison, Commissioner Barbara Coleman, Commissioner Bryce Augustine, Utilities Department Director Gonzalo Garcia and Administrative Assistant Erin Groh.

CALL TO ORDER

The meeting was called to order at 7:11 p.m. by Chairman Gary Williams.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- 1. Standing approval of the minutes as written for the March 5, 2020, meeting of the Utility Advisory Commission.**

- 2. Consider a recommendation to the City Council for appointment of a Director on the Kansas Municipal Gas Agency's Board of Directors.**

Motion by Vice-Chairman Harrison, seconded by Commissioner Augustine to approve the Consent Agenda.

Motion carried 4-0 Aye

OLD BUSINESS

NEW BUSINESS

- 1. Consider a recommendation to City Council to approve an ordinance amending provisions of Chapter 13.35 of the Gardner Municipal Codes related to Inflow & Infiltration and Fats, Oils and Grease Discharge (FOG) programs.**

Director Gonz Garcia presented the staff report.

Director Garcia discussed how the FOG program regulates how grease is disposed of into the collection system and how the fats, oils and grease cause routine maintenance and how it can clog the sewer system. Garcia stated that the current municipal code needs to be updated for various reasons with some examples as it doesn't have a section of I&I prevention stating that you cannot connect your down spouts, etc. to a sump pump and it doesn't specify who is inspecting such connections or how we will discipline people for violations. Garcia stated that there needs to be guidelines and penalties specified.

Motion by Commissioner Augustine, seconded by Vice-Chairman Harrison to forward a recommendation to City Council to approve an ordinance amending provisions of Chapter 13.35 of the Gardner Municipal Codes relating to Inflow & Infiltration and Fats, Oils and Grease Discharge (FOG) programs.

Motion carried 4-0 Aye

DISCUSSION ITEMS

1. 2020 1st Quarter Electric Outage Report

Director Garcia presented the Electric Outage report for the 1st Quarter of 2020. Electric staff responded to 15 outages affecting 291 customers: 3 caused by equipment failures, 3 caused by animals, 2 caused by damage by others, and 7 caused by other reasons. The average workday response time was 13 minutes and the average workday length of outage was 24 minutes. The average after-hours response time was 34 minutes and the average after-hours length of outage was 1 hour and 19 minutes. The overall average response time was 30 minutes and the overall average length of outage was 1 hour and 8 minutes

2. 2020 1st Quarter Wastewater Collection Repairs Report

Director Garcia presented the Wastewater Collection report for the 1st Quarter of 2020. Line maintenance staff completed 7 sanitary sewer line repairs affecting 8 customers, with 2 being caused by roots and 5 due to residents' issues. The average workday response time with 19 minutes and the average workday repair time was 2 hours and 15 minutes. The average after-hours response time was 22 minutes and the average after-hours repair time was 2 hours and 15 minutes. The overall average response time was 20 minutes and the overall average repair time was 2 hours and 8 minutes.

3. 2020 1st Quarter Water Distribution Repairs Report

Director Garcia presented the Water Distribution Repairs Report for the 1st Quarter of 2020. Line maintenance staff completed 18 water distribution service repairs affecting 33 customers: 4 due to line failures, 2 due to valve failure, 7 due to damage by others, and 5 due to residents' issues. The average workday response time was 6 hours and 43 minutes and the average workday repair time was 12 hours and 48 minutes. The average after-hours response time was 16 minutes and the average after-hours repair time was 1 hour and 12 minutes. The overall average response time was 4 hours and 12 minutes and the overall average repair time was 8 hours and 18 minutes.

4. Project Updates.

Hillsdale Water Treatment Plant Expansion Update

Director Garcia went over the past and present details of the Hillsdale Water Treatment Plant. The Hillsdale Water Treatment Plant was constructed in 1995 with a 2 MGD capacity. In 2005, Gardner did the first expansion and the capacity was increased to 4 MGD. In 2018, the need to expand Hillsdale was very apparent. In 2019, the city selected the Joint Venture Burns & McDonnell and CAS Constructors to do the design and construction. In 1995, Hillsdale Water Treatment had two lagoons, the treatment facility and clearwell. In 2005, the treatment facility expanded to the west, the lagoons remained the same and they added a second clearwell.

In 2019, a plan was developed for the expansion to include the installation of a solid contact basin, three clarifiers, a filter building, a transfer pump and the addition of a second clearwell. In addition there will be a new raw water line coming from Hillsdale Lake. In October 2019, CAS began clearing trees to begin the construction and also the East Lagoon had to be cleaned and have water and solids taken out. The site prep had to be done to prepare for the transfer pump building. In November concrete foundations were poured, and in December 2019- January 2020 the transfer pump station was constructed.

**RECORD OF PROCEEDINGS
OF THE UTILITY ADVISORY COMMISSION
GARDNER, KANSAS**

Page No. 2020-13

June 4, 2020

In January 2020 the expansion ran into some issues trying to annex the plant into Miami County. During this time Gardner couldn't get permits issued for the new buildings. CAS then started doing the new water line installation going into the plant. In March, the Carbon Contact Basin construction began. In April, CAS started on the Filter Building. The Chlorine Building construction also began in April. In May, the lagoon was split into two and a wall was installed which will divide it into two lagoons. The purpose for this is to be able to take one lagoon out of service to do maintenance on it while still using the other lagoon. Construction on the Solids Contact Clarifier began in May. In late May, the pipes began being installed for the new raw water line that will go from Hillsdale Lake to the treatment plant.

OTHER BUSINESS

Commissioner Augustine asked about how back in March when there was the electric rate increase and the City covered the bill for a month if Director Garcia had any information about any complaints or any follow up about it. Garcia said that it was in January when we had many complaints about the rate increase due to the all electric rate going away, and the City Council voted to waive the electric bills for Gardner customers for the month of March. He said that he hasn't heard recently of complaints about the rates changing.

Chairman Williams asked if there are any plans to make any adjustments to those who were on the all electric rate. Director Garcia said that there aren't any plans however Amy [Utility Billing] is working with customers and one option is to do an energy assessment or audit to identify if maybe they have incandescent lamps or an old air conditioner or heater. Commissioner Coleman asked if there was a special payment plan that would be in effect for customers that was different from our regular budget plan and Director Garcia said that there were two different plans offered.

Commissioner Augustine asked about if the free month of electric came from the Electric fund. Director Garcia confirmed that \$750,000+ dollars came from the Electric Fund. Augustine said that in March we talked about the LED program and he asked if we still have funds in the Electric fund to where we could get a LED program going for the city. Garcia said that the Electric fund is pretty strong so if we want to move forward with an LED program we could do so with no impact to the actual Electric fund. Chairman Williams said the rates were predicated on that fund being available so when it is reduced at some point, rates have to make up the difference. Garcia reiterated that the fund balance is pretty strong and healthy. Commissioner Augustine said he would like to see some more information on a LED program whether if it was with the company that was here or otherwise to help citizens get a good quality LED bulb in their house and he would be interested in knowing what was in all of our city buildings and facilities because if we're going to ask everyone else to do it then we need to be adding LED's as well. He could see it being available as far as residential, commercial and even partnering with the school district and it seems like a good way to save a little bit of money for everybody. Chairman Williams said that it seems like there is a reasonable payback for the investment. Director Garcia said that he will check with the company that visited for some examples and go further with this.

Augustine said he was told that people can borrow or rent a pump to fill their pool from a fire hydrant and Director Garcia said that it is actually a fire hydrant meter which can be rented from Utility Billing that would measure how many gallons of water are used and the rate is fairly low to rent it. Commissioner Augustine said that he heard from someone that people have to provide their own hose. Director Garcia said he didn't know the details on the hose but that he would find out.

ADJOURNMENT

Motion by Commissioner Coleman, seconded by Commissioner Augustine, to adjourn the meeting at 7:57 p.m.

Motion carried 4-0 Aye

/s/ Erin Groh

Utilities Department Administrative Assistant