

May 18, 2022  
EDWA Special Meeting  
Agenda

1. Call to order
2. Roll Call
3. Public Comment—3 minute limit per person
4. Update: Boil advisory was lifted on May 5, 2022. The plant is operating consistently since the pond/clarifier cleaning and clarifier repair. During the plant evaluation conducted by the large group of experts April 5-7<sup>th</sup>, it was found that the filters were damaged by the sediment from the lack of maintenance of pond/clarifier. Sediment is coating the media. Lateral bars, nozzles, and media need replaced. Anticipated cost is \$200,000 to \$400,000 to repair/replace filter media and broken parts. . EDWA continues to search for a funding solution. Additionally, the DEP is requiring automatic shut off valves be moved from the original permitted design.

The billing software implementation continues. Staff completed Part 3 of a 10 part process. Staff is working on submission for Part 4 of 10. This step requires RAK, our current software provider, and the Beacon/Badger Rep. This upgrade is expected to go live in August.

Invoice Cloud was selected as payment processing provider. Lower rates for both EDWA and customers were negotiated. Customers should have lower convenience charges than they currently have with Municipay. Additionally, customers will have more choices for payment and other options such as paperless billing. EDWA is awaiting schedule for transition meetings.

The implementation of Muni-link and Invoice Cloud will allow for a better customer experience. Customers will have options for email, text, or phone notifications. It will also allow EDWA to notify all customers or customers in specific areas of work or other issues. Customers will also be able to report system issues. Full implementation of both systems will take several months.

The printer is on back order. A back up of billing computer was obtained. Back up was downloaded to a loaner laptop until the new computers are installed. Network and computers will be installed on May 31<sup>st</sup>.

The Sheetz gas cards are in process of being cancelled; awaiting confirmation of cancellation.

Materials required for Method 334 implementation is on backorder. EDWA has not received shipping confirmation as of May 24, 2022. DEP is aware of manufacturing and logistical delays. All plant employees have completed tutorials.

Chlorine cylinder heads were received. One head was rebuilt; the other was not salvageable. EDWA purchased a new chlorine cylinder head to replace. Leak alarm detection system arrived May 23, 2022. An electrical outlet needs installed to accommodate the leak alarm detection system.

Engineer RFQ proposal was advertised in newspaper by Greene County for EDWA. Bid submission deadline is June 15, 2022 at 4:00 PM. Following the receipt of proposals, at 5 PM on June 15, 2022, proposals will be opened and reviewed. An engineer will be selected at 6PM Wednesday, June 15, 2022 at EDWA special meeting. This procedure will allow grant fund from selected federal grant awards to be used for engineering services.

5. Engineering Report---Lead and Copper survey was submitted to DEP. 40 customers per DEP requirements were selected from the returned customer surveys. Sampling will occur in June and every 6 months thereafter. Sample bottles were ordered; customer letters have been prepared. Thank you to the EDWA customers who participated. The widespread participation allowed sampling in all 6 townships served by EDWA.
6. Attorney Report
7. EDWA Manager Report
8. Distribution System Crew Lead Report
  - a. Pressure relief valves installed on Morley Road. Effected home (Ps) now has adequate flow and pressure. Unused line at end of Morley Road towards crooked run was turned off.
  - b. Issues on Green Lake Road (LS); School Bus Road (Ls) valve installation; and tap installation (C) near willow tree pump station scheduled for this week.
9. Plant Manager Report
10. Discuss issues with one ¾" meter servicing multiple dwellings on one property.
11. Discuss service charge for homeowner issues.
12. Discuss Servline program or other provider for homeowner leaks and line issues.
13. Motion to hire Tim Ludrosky as part time laborer at \$15 per hour with 90 days probation and no benefits.
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15. Discuss Community Bank line of credit offer. EDWA awaiting for paperwork to finalize offer.
16. Discuss solution for delpac storage. Barrels and pump. Plant manager requests the purchase of a drum pump at a cost of \$1725. This will allow adequate amount of chemicals to be delivered on our standard delivery schedule and eliminate or reduce emergency deliveries. This purchase also eliminates the need for tank reconfiguration and associated costs. Cheapest option.
17. Discuss high accuracy GPS.
18. Motion to adjourn.