

SEWER BOARD MEETING
December 14, 2017
Conference Room at Town Hall

Board members present

Mayor Walter F. Halstead
Clerk Carol McCauley
Jack McLane
Steve McLane
Robert Harper
Kevin Childers
Fred Hypes- Rep. with Dunn Engineering

Meeting called to order at 7:05

Approval of Minutes

Approve minutes from previous meeting.

Motion was made by Jack McLane to approve the minutes from the previous meeting; it was seconded by Robert Harper. Carried 4-0

Payment of Accounts

Motion was made by Steve McLane to pay all accounts listed on the Liability Forecast; it was seconded by Robert Harper. Carried 4-0

Also for consideration:

Postmaster, postage for the mailing of the sewer bills in January

Brickstreet, monthly premium for January

Frontier phone bill for the month of January

AEP bill for the month of January

WVAW (usage data & service to 1315 Roosevelt Blvd) for the month of January

Putnam PSD Operations & Maintenance of Sewer Plant January/February

Motion was made by Jack McLane to pay all considerations; it was seconded by Steve McLane. Carried 4-0

Report from Members of the Board

N/A

Reimbursement Of Overpayment On Closed Account Or Overcharged On Active Account

N/A

Action Upon Adjustment Request

Virginia Slate of 167 Camelot Dr. is asking for an adjustment on her sewer bill due to a water leak. The amount of bill in question is \$99.18, average bill is \$15.32. Amount of adjustment would be \$76.33. WVAW did adjust water bill. Motion was made by Robert Harper to give the adjustment of \$76.33; it was seconded by Steve McLane. Carried 4-0

Rev. David L. Panaro of 926 Roosevelt Blvd. is asking for an adjustment on his sewer bill due to a water leak. The amount of bill in question is \$46.50, average bill is \$20.74. Amount of adjustment would be \$25.80. WVAW did adjust water bill. Motion was made by Robert Harper to give the adjustment of \$25.80; it was seconded by Kevin Childers. Carried 4-0

William Grant of 118-A Kapok St. is asking for an adjustment on his sewer bill due to a water leak. The amount of bill in question is \$42.32, average bill is \$26.43. Amount of adjustment would be \$14.22. WVAW did adjust water bill. Motion was made by Jack McLane to give the adjustment of \$14.22; it was seconded by Steve McLane. Carried 4-0

Adjustments Made Due To Misreads by WVAW

N/A

Action Upon Security Deposit Refunds Security deposit refunds due on closed accounts and or accounts that has been open for at least 1yr and had 12 consecutive on-time payments.

Motion to give the security deposit refunds was made by Kevin Childers; it was seconded by Jack McLane. Carried 4-0

Enactment of Ordinances

N/A

Miscellaneous and Unfinished Business

Utility Clerk, Carol McCauley brought up that the laptop in her office in recent months has been shutting itself down and is becoming more frequent it tries to bring itself back up but it has to be shut down completely in order to make it work correctly. It is also running slow. Mayor Halstead said he has also experienced the same with his laptop. Carol called Dell and got a quote around \$3,900 for two laptops. It has been 4 going on 5 years when these laptops were purchased. Motion was made by Jack McLane to purchase two laptops; it was seconded by Steve McLane. Carried 4-0

Meeting adjourned at 7:31

Minutes accepted as read by:

Minutes submitted by:

**Walter F. Halstead
Mayor**

**Carol N. McCauley
Utility Clerk**

Eleanor Storm Water Board
December 14, 2017
Conference Room at Town Hall

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Fred Hypes- Rep. with Dunn Engineering

Meeting called to order at 7:31

Approval of Minutes

Approve minutes from previous meeting.

Motion was made by Jack McLane to approve the minutes from the previous meeting; it was seconded by Robert Harper. Carried 4-0

Payment of Accounts

Motion was made by Robert Harper to pay all bills on liability forecast; it was seconded by Steve McLane. Carried 4-0

Also for consideration:

City National Bank, \$2727.45 January loan payment, storm water projects

Motion was made by Jack McLane to make the December loan payment; it was seconded by Steve McLane. Carried 4-0

Report from Members of the Board

N/A

Miscellaneous and Unfinished Business

Fred Hypes with Dunn Engineers ask the board if it would be ok to work up a proposal on a plan for drainage from Lock Rd. to 100 Roosevelt Blvd. and submit for approval at the next scheduled storm board meeting. Motion was made by Jack McLane to have Dunn Engineers work up a proposal for a drainage plan from Lock Rd. to 100 Roosevelt Blvd. and submit it at the next storm water board meeting; it was seconded by Robert Harper. Carried 4-0

Motion to pay half on new laptops was made by Kevin Childers; it was seconded by Jack McLane. Carried 4-0

Meeting adjourned at 7:56

Minutes accepted as read by:

Minutes submitted by:

Walter F. Halstead
Mayor

Carol N. McCauley
Utility Clerk