

**REGULAR UTILITY BOARD MEETING
WEDNESDAY MARCH 22, 2023, 4:00 PM
ADMINISTRATIVE CONFERENCE ROOM
201 WEST WATER STREET, PIQUA, OHIO 45356**

City of Piqua Utility Board met at 4:00 P.M. in the Municipal Government Complex Administrative Conference Room located at 201 W. Water Street.

Roll Call as follows:

Board Members Present: Greg Monte, Josephine Davis, David Scott, and Thomas Holman.

Staff Present: Amy Welker, Melissa Kinney, Kevin Krejny, Brian Brookhart and Maria Weaver.

Board Members Absent: Ron Pilkington and Commissioner Chris Grissom

The meeting was called to order by Greg Monte and second by David Scott.

APPROVAL OF MINUTES

December 7, 2022 meeting minutes were motioned for approval by Greg Monte and second by David Scott.

December 7, 2022 meeting minutes approved 03/22/2022

NEW BUSINESS

- David Scott was elected Board Chairperson, nominated by Greg Monte and seconded by Josephine Davis; David Scott will serve as Board Chairperson for the calendar year 2023
- Thomas Holman was elected Board Vice- Chairperson, nominated by Greg Monte and seconded by David Scott; Thomas Holman will serve as Board Chairperson for the calendar year 2023.
- Thomas Holman put forth motion to changed May 24, 2023 to May 31, 2023 due to schedule conflict; Greg Monte second the motion; Second meeting of the board will be held May 31, 2023.
- Brian Brookhart, Director of Public Works, will now manage the Sanitation Department-work and crew.

Kevin Krejny:

- Staffing Updates:
 - Underground Utilities: Chad Martin, Underground Utilities Manager and Alan Miller, Working Supervisor; Both were promoted within the department.
 - Water Plant: Water Plant Operator-Second Shift job to be posted internally the week of 03/27/2023 and if no internal candidates apply, it will be posted to the outside via City website.
 - Wastewater: Howard Philipps will be retiring 05/31/2023 with his last day onsite 04/21/2023; Offer has been extended to a Class 4 operator.
- Financials: Utilities Department financials for the year 2022 were not finalized as of March 22nd; complete and final financials will be complete once the annual financial audit is complete. *Estimated year-end* financial reports were provided. All funds are strong.

Greg: Are there any capital improvement projects coming up?

Kevin: No new projects on the horizon, we are finishing up the Ford-Linden project and we are watching the Dam project to see if we would need to support it. There are some evaluation/studies projects in the works, but they do not come out of our capital projects funds.

Greg: Utilities was working on replacing manholes in the City that needed replaced, how is the project going and what is the life expectancy of manholes?

Kevin: Project almost complete; we will continue to evaluate more every year, with the hope that we can continue to work on repair and replacement of them; the life expectancy of a manhole is about 75 years.

Thomas: With the water and wastewater plants, do we have enough fixed costs we can produce/treat more without increasing cost/rates?

Kevin: Yes, we could produce more water if we have the customers. Even though the price of chemicals did increase, we were anticipating those costs with our 2023 budgets. We do not anticipate any rate increase for the next two years.

- 2023 Annual Water/Sewer Survey
 - Completed and information sent out to participating municipalities.
 - City of Piqua, remains one of the highest, but with EPA guidelines the sooner or later other municipalities will need to make changes that will increase the costs of those services.
 - Greg Monte suggested that we also ask what the cost to production that each municipality has.

David Scott: Why are other municipalities so low?

Kevin: Some municipalities might be subsidized by local industry, which could explain the lower cost. ARRA funds could have been used for water and wastewater.

Greg Monte: Is there a possibility that the Covington can be serviced by the City of Piqua?

Kevin: Discussion has been brought up a couple of times and has gone nowhere. We have the capacity to- they have received bids for WWTP.

Thomas Holman: Is one of the reasons why our costs are higher because we follow more diligently the EPA guidelines than other municipalities?

Kevin: The guidelines have not changed for wastewater and any changes in water have been in place. It is not the common practice that a new water plant and an expansion of a wastewater plant occur so closely; the cost is higher to treat surface water.

- Projects:
 - Water Department Maintenance Building- almost complete with final walk through on 04/05/2023; very happy with the results
 - Manhole Project- anticipated completion April 30, 2023.
 - Wastewater Flow Module Project- 4 flow meters have been placed in critical lines coming into the Wastewater Plant.
 - We hope to identify cross connections and to start the process of fixing them.
 - 2025 will have projects based on testing and evaluations of different locations in the city.
 - Arrowhead (Developer Project)- testing of lines has been performed with passing marks.
 - Indian Ridge (Developer Project)- all is complete, and construction of homes can begin.
 - Dam- continued meetings and evaluations; the hope is to be approved for Swift Run Dam to be declassified to a Class III in order for the project cost to be more reasonable.

Thomas Holman: What do the numbers type numbers mean?

Kevin: The numbers indicate the risk level of it. The lower the number the higher the risk and vice versa. Class I has the highest risk.

Amy Welker:

- Financials:
 - Reserves are strong; no upcoming projects for 2023.
 - Discussed possibility of paying off higher interest EQ loan 3.52%
- Codes/Ordinances:
 - All changes were done in 2023, with board approval. Currently there are no plans for changing/adding to the codes.
- Personnel:
 - Sanitation Department management will be transferred over to Brian Brookhart, Public Works Director. The transition is anticipated to take about a year, with the complete switch to happen January 1, 2025.
 - The Sanitation Department currently is fully staffed.
 - The staff started working in mid-December with the new Utility Software; the staff uses it to receive information/service orders from the UBO; the new system allows the staff to receive real time requests which cuts on response time.
- Smarthub:
 - Response has been positive and information is available on the website for residents to see and potentially sign up for.
 - Any additional fees that might be incurred by the citizen are shown in their account and bills.

NEXT MEETING

The next scheduled Utility Board Meeting is scheduled for Wednesday, May 31, 2023.

ADJOURNMENT

Greg Monte motioned the meeting to end, Thomas Holman second the motion.

Meeting adjourned.