

Water Advisory Committee Meeting
September 24, 2013

A regularly scheduled meeting of the Town of Oriental's Water Advisory Committee was held on Tuesday, September 24, 2013 with no quorum present. Chairman Jim Barton called the meeting to order at 1:40 PM.

PRESENT: Chairman Barton, Vice Chair Mahan, Commissioner Johnson, Town Manager Cutler, Administrative Assistant Beyer

ABSENT: Maxbauer, DeChesser

Chairman Barton tasked Administrative Assistant Beyer with locating and providing copies of monthly reports filed with the State, the water system management plan, a delineation of what the budget item Admin Fee entails, and the contract between the Town and Terry Groome, ORC.

Town Manager Cutler presented the Restoration Report for the Water Plant: The electrical panel has been moved and relays replaced. The dehumidifier has taken care of much of the humidity problem within the plant. He feels the plant should be running satisfactorily within the next two weeks. Both softeners are now working, however both need resin. A meter base had to be replaced that was located outside of the plant, which will use up much of the contingency budget allotted. Duke Energy has gotten one high service pump working, but it's the only pump working. The motor locked up on the other pump, which may require purchase of a new pump. It is a possibility of repairing the defective pump to keep as a reserve. The wastewater system is still suffering from some electrical and float issues.

There is funding available to make repairs to the plant via grants through Rural Water Supply and PWS . Chairman Barton will contact them for further information.

There was discussion concerning cross-certification of multiple people to ensure no single point of failure. Chairman Barton met with ORC Terry Groome and suggested getting someone certified locally. This person should become an employee of the Town, and remain in the Town's employ at least two years. There should be a concise job description associated with this position. It was requested that Wyatt address the B Well certification, licensing and training.

Chairman Barton drafted a Cross Connect and Backflow Testing Plan. According to Commissioners Styron and Johnson, there are 8 backflows in Town. Chairman Barton asked that all members review the draft of the Cross Connect and Backflow Testing Plan, as he would like to have this enacted by the next meeting date. Discussion followed concerning testing and evaluation of existing backflow meters, and also removal of these meters, both of which could be at the owner's expense.

Several Action Items were suggested as follows:

- **Jayne:** Address issue of previous documentation requests (mtg of 08/21/13):
 - A description of what the water budget “Admin Fee” includes.
 - The state report sample Jackie had requested .
 - The Water System Management Plan from several years ago (most current).
 - Look for existing maintenance manuals, job descriptions (e.g. for Terry Groome) and provide to committee.
- **Wyatt:** Set up plant tour for the WAC, and ask SRS (Glen Snader) for specifics on what they can do for the money, research the tap materials fees for both ¾” and 2”.
(Currently \$400 and \$1100, but may be low.)
- **Jim:** Work with Rural Water Association (State group) to ask for help.
- **Jackie:** Update the Cross Connection and Backflow document as per Jim’s changes (*Sent 09/20/13; updated 10/20/13*); lead discussion with the board during the next meeting to discuss disparity in water rates (NOT re: taps), e.g. between Commercial and Residential rates, based on gallon usage.
- **All Committee Members:** Review Chapter K as per Jim’s email.
- **Jayne (with Heidi):** Determine if Tap Fee from Cayton varies by tap size (¾” vs. 2”).

There being no further business to discuss the meeting was adjourned at 4:30 by Chairman Barton. The next meeting is scheduled for Tuesday, October 29, 2013 at 1:30 p.m., at Town Hall.

Chairman Jim Barton

Deputy Town Clerk Jayne Beyer