

VILLAGE OF BELLAIRE
PUBLIC WORKS COMMITTEE
Eldon McPherson, Chairperson

Trish Drollinger

Laurie Sexton

MEETING MINUTES
February 27, 2014

1. **Call to Order:** Chairman McPherson called the meeting to order at 10:02 a.m.

Attendance

Present: Chairman McPherson, Trish Drollinger, Laurie Sexton (10:06 a.m.)

Absent: None

Staff Present: Lori Lockett , Ken Stead and Chris Thompson

Also Present: None.

2. **Approval of Agenda:** The agenda was approved as written.

Motion by Drollinger, seconded by McPherson, to approve the agenda as presented. Motion carried by voice vote.

3. **Approval of the October 30, 2013 Meeting Minutes:** The minutes were approved.

Motion by Drollinger, seconded by McPherson, to approve the minutes of October 30, 2013 as presented. Motion carried by voice vote.

4. **Public Comment on Agenda Items:** None presented.

5. **Old Business -None**

6. **New Business**

a) **Meadow Brook Wastewater Sewage Usage.** Ken Stead and Chris Thompson were in attendance and submitted a written report on the inexplicable increase in effluent to the wastewater treatment plant. Because the well meter and the amount of effluent into the system did not correspond, DPW purchased a velocity flow meter that was installed in the sewer to record an accurate reading. Between January 13, 2014 and February 20, 2014 total flow was calculated to be 422,649. This amount less the water meter reading of 293,800 gallons showed a difference of 128,849 gallons going into the system during the 38 day period. DPW does not know the reason for or source of the increase. DPW has purchased special manhole covers to mitigate surface water going into the sewer. Discussion occurred about what should be done. Chris reviewed the two types of meters that are currently available for installation in the sewer at Meadow Brook. According to Chris, both are close in the percentage of accuracy and are approved by the DEQ. The first option is a Mag-Meter. The cost of the meter depends on the size of pipes currently installed. Prices range from \$5283 to \$6608, excluding flanges and labor. The second option is an Ultrasonic Open Channel Meter at a cost of \$5790 plus labor. The type of meter to be installed in the spring is dependent on the pipes installed. Discussion of

recommendation to charge Meadow Brook based on sewer meter reading. Prior to council meeting on March 5, committee members propose to meet with a Meadow Brook board member, the administrator, the maintenance supervisor and the contractor to inform them of the sewer meter results and to discuss the options available to Meadow Brook.

Motion by Drollinger, seconded by McPherson, for committee and Chris to meet with Meadow Brook's board member, administrator, maintenance supervisor and contractor to discuss sewer meter reading and options and solutions for addressing the excess effluent going into the treatment system. Motion carried by voice vote.

Depending on the results of the meeting with Meadow Brook officials, the next step will be the committee's recommendation to the Village Council that Meadow Brook be billed as of March 15, 2014 based on the sewer meter reading; that the Village require the installation of a sewer meter with installation either done by the DPW or overseen by the DPW to assure that it is done correctly and in a timely manner. It will be up to the Village Council to determine whether Meadow Brook is to be charged for the cost of the meter and its installation.

Motion by McPherson, seconded by Drollinger to recommend to Village Council that beginning March 15, 2014, Meadow Brook be billed based on the sewer meter reading and that a permanent sewer meter be installed either by DPW employees or under their supervision. Who will pay for the meter and installation is to be determined by Village Council. Motion carried by voice vote.

7. **Discussion Items:** None presented.
8. **Communications/Informational:** None presented.
9. **Member/Public Comment:** None presented.
10. **Adjournment: Motion to adjourn by Sexton seconded by Drollinger. Motion carried by voice vote. Meeting adjourned at 10:38 a.m.**

Minutes compiled by Lori Lockett, Clerk

Approved: _____
Eldon McPherson, Chairman

Date: _____