

## MINUTES

### VILLAGE OF LUDLOW WATER COMMISSION

**Regular Meeting  
Tuesday, January 6, 2015**

#### **Board Present:**

David Rose, Ron Bixby, Robert Gilmore

#### **Staff Present:**

Frank Heald, Municipal Manager

Chuck Craig, Water/Wastewater Chief Operator

#### **Call to Order:**

- a. David Rose called the meeting to order at 5:00 pm.

#### **Approve Minutes:**

- a. MOTION by Robert Gilmore and seconded by Ron Bixby to approve the minutes from December 2, 2014. All in favor and the motion passed.

#### **Comments from Citizens:**

- a. None present.

#### **Water Allocation Request:**

- a. David Rose said there was a water request from MoJo's Café to increase their seating from 25 to 35 seats.
- b. Frank Heald said they took a comprehensive look at the Ludlow Theatre, Inc., which includes MoJo's Café, and found that there is an apartment in the complex that was never accounted for. He said that for the purposes of water, Ludlow Theatre, Inc. will need an additional 815 gallons per day for the apartment and additional seating.
- c. Robert Gilmore asked if the apartment was occupied.
- d. Frank Heald said he talked with Mr. Tucker and said the increase in allocation will add another \$500 to their billing for the apartment and seating.
- e. MOTION by Ron Bixby and seconded by Robert Gilmore to approve the increase of 815 gallons per day to the Ludlow Theatre, Inc. for ten (10) additional seats and a two-bedroom apartment. All in favor and the motion passed.

#### **FY 2016 Budget Workshop:**

- a. Frank Heald said the budget is complete, but may have some fine-tuning to the back page. He said they may need to consider raising the rates next year because they are running with a \$11,000 deficit so it would justify a rate increase.
- b. Frank Heald said they have \$270,000 in the capital account and are contemplating a project on High Street to the Prospect Street intersection. He said this would involve both water and wastewater and would carefully calculate the expenses to each department.
- c. Robert Gilmore asked how we would split this up.
- d. Frank Heald said it would be segregated in the bid process.
- e. Frank Heald said that Chuck Craig has volunteered to join us at the Water Commission meetings.
- f. Frank Heald said we do anticipate saving money on chemicals. He added that Chuck Craig is being more aggressive on the bidding for water and wastewater for extra savings.
- g. Frank Heald said there will be a savings in the wage lines.
- h. David Rose asked if we are planning to paint the Godfrey Tank.
- i. Frank Heald said yes, and it would be considered as a capital expense. He said there were looking at several additional capital items:
  - o High Street /Prospect Street Project
  - o New pickup truck (split with wastewater)
  - o Painting the water tank
  - o Highway backhoe tank (participation from wastewater & water)
- j. David Rose asked how much money it will cost to paint the water tank.
- k. Chuck Craig said just the cost of the paint because the staff will do the painting.

- l. David Rose asked if we should consider a rate increase for the next billing cycle.
- m. Frank Heald said we can wait to see what the budget looks like at the end of the fiscal year. He said a 10% increase would put money into the capital fund.
- n. Frank Heald said that at his home he pays more per quarter than most folks so in a year for water and sewer.
- o. David Rose said we can approve the FY 2016 budget with the understanding that we may need to do a rate increase.
- p. MOTION by Robert Gilmore and seconded by Ron Bixby to approve the FY2016 budget pending a rate increase prior to the next billing cycle.
- q. David Rose asked for a discussion on the motion.
- r. Ron Bixby asked if we should include a 10% increase in the motion.
- s. Frank Heald said we can see how this year finishes out. He said the ordinance requires the increase prior to the next billing.
- t. MOTION to approve the FY 2016 budget pending a rate increase prior to the next billing was made by Robert Gilmore and seconded by Ron Bixby. All in favor and the motion passed.

**Other Business:**

- a. Frank Heald said he is pleased at how Chuck Craig is moving forward with his new responsibilities and wants to be a regular participant at most meetings.
- b. David Rose said he noticed a hydrant on Pleasant Street Extension was out of service.
- c. Chuck Craig said it is back in service and thinks it may have been closed too tightly when they flushed the hydrants.
- d. Robert Gilmore said he was leaving to visit with family out west and will miss the February and March meeting, but will be back prior to Village meeting. He said he would do a conference call during those meetings.

**Set Date for Next Meeting:**

- a. Next meeting has been scheduled on Tuesday, February 3, 2015 at 5:00 pm.

**Possible Executive Session Personnel/Contracts/Legal:**

- a. None needed.

**Adjourn:**

- a. MOTION to adjourn by Robert Gilmore and seconded by Ron Bixby. All in favor and the motion passed.
- b. Meeting was adjourned at 5:31 pm.

Respectfully submitted,

Pam Cruickshank  
Recording Secretary

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David Rose, Chairman

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Robert Gilmore

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Ronald Bixby