



UTILITY COMMITTEE Meeting Notice

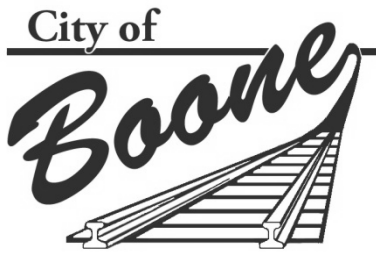
Governing Body: Utility Committee of Boone, Iowa

Date of Meeting: January 11, 2023

Time of Meeting: 4:30 P.M.

Place of Meeting: City Hall Council Chambers

1. Call Meeting to Order.
2. Approve Minutes from the November 9, 2022 Meeting.
3. Review/Discuss Contract Amendment from Fox Strand regarding Ultraviolet Disinfection (UV) Project.
4. Meter Upgrade Report.
 - a. November
 - b. December
5. Stop Box Repair/Shut Off Report.
 - a. November
 - b. December
6. Other Business.
7. Adjourn.



UTILITY COMMITTEE Meeting Notice

Governing Body: Utility Committee of Boone, Iowa

Date of Meeting: November 9, 2022

Time of Meeting: 4:30 P.M.

Place of Meeting: City Hall Council Chambers

1. Call Meeting to Order.

Present: Moorman, Stines, Ray

Others present: Skare, Elmquist, Andrews, Majors, Vote, Turbes, Perry Gjersvik, Aaron Voss

2. Approve Minutes from the September 14, 2022 Meeting.

Stines moved; Moorman seconded to approve the minutes of the September 14, 2022 Utility Meeting. Ayes: all those in attendance. Nays: none.

3. Discuss Capital Improvement Projects (CIP) for Utility Plants.

The Committee reviewed proposed schedules and funding sources for upcoming water and sanitary sewer projects. Skare advised that the last rate increase to water was July 1, 2016 and sewer was July 1, 2010. The Committee discussed going out for bond to fund several of the projects, and the need to increase rates to cover the bond payments.

Ray moved; Stines seconded to recommend to full Council, bonding for up to \$2.5 million dollars for each utility and increasing water and sewer rates by 3% for three (3) years, with a 2% increase thereafter, unless Council decides to waive it for that year. Ayes: all those in attendance. Nays: none.

4. Meter Upgrade Report.

a. September

Andrews reported that in September staff finished thirteen (13) meter upgrades, three (3) meters were installed for new services, and three (3) meters were changed out due to other reasons.

b. October

In October, staff finished twenty-five (25) meter upgrades, one (1) meter was installed for new service, and three (3) meters were changed out due to other reasons.

5. Stop Box Repair/Shut Off Report.

a. September

Vote reported that in September \$6,897.74 was collected during shut-offs; and twenty-seven (27) accounts qualified to be on the shut-off list. Staff certified eight (8) delinquent bills totaling \$2,312.09 on September 26, 2022.

b. October

Vote also reported that in October \$4,447.28 was collected during shut-offs; and twenty-one (21) accounts qualified to be on the shut-off list. Staff certified five (5) delinquent bills totaling \$2,028.36 on October 27, 2022; and if left unpaid seven (7) additional bills totaling \$1,903.67 will be certified on November 28, 2022. Vote also report that there is one hundred ten (110) stop boxes in need of repair.

The Committee also confirmed that staff will not be shutting off water in November and December.

6. Other Business.

Skare informed the Committee that he met with the Boone County Supervisors regarding taking sludge to the Boone County Landfill instead of spreading it over farm fields. Both the Landfill and the Supervisors were receptive to this. Skare will keep the Committee updated.

7. Adjourn.

With no other business to come before the Committee the meeting adjourned at 5:12 p.m.

UPGRADE PROGRAM		November 2022				
DATE	ADDRESS	ORIG INSTALL	Note	Low	Med	High
11/1/2022	707 5th	5/26/1999				
11/1/2022	527 21st	8/30/1999				
11/1/2022	336 w 6th	Pre 1999				
11/1/2022	1803 Monona	4/17/2002				
11/4/2022	215 Marion	11/04/22				
11/4/2022	224 17th	Frozen				
11/4/2022	509 Greene	11/9/2006				
11/4/2022	114 Destiny Dr	New Service				
11/7/2022	519 w 1st	05/16/00				
11/7/2022	117 S Greene	Warranty				
11/7/2022	1017 W 8th H	2/7/2005				
11/7/2022	1017 W 8th L	2/7/2005				
11/8/2022	Xenia S Division	Warranty				
11/8/2022	1814 1st	10/30/03				
11/9/2022	603 Woodland	Frozen				
11/10/2022	819 S Jackson H	New Service				
11/10/2022	819 S Jackson L	New Service				
11/17/2022	216 Mamie	11/7/2006				
11/17/2022	309 2nd	Pre 1999				
11/17/2022	1220 Garst	Pre 1999				
11/17/2022	525 12th	New Service				
11/18/2022	626 Benton	4/19/2005				
11/18/2022	205 11th	6/30/2009				
11/21/2022	307 Monona	11/7/2006				
11/21/2022	620 Tama	11/7/2006				
11/21/2022	1502 S Story	New Service				
11/22/2022	2128 Story	Remove for demo				
11/22/2022	1403 Union	11/16/1999				
11/23/2022	217 Mamie	11/7/2006				
11/28/2022	715 Jefferson H	5/21/2007				
11/28/2022	715 Jefferson L	5/21/2007				
11/30/2022	108 Destiny Dr	New Service				

UPGRADE PROGRAM		December 2022				
DATE	ADDRESS	ORIG INSTALL	Note	Low	Med	High
12/2/2022	1517 Tama H	Meter out				
12/2/2022	1517 Tama L	Meter out				
12/2/2022	2109 Tama	Warranty				
12/5/2022	1607 W Lincoln Ave	11/21/2006				
12/5/2022	308 Jackson	2/21/2002				
12/8/2022	1127 S Linn	3/23/2009				
12/9/2022	1216 Marshall	Frozen				
12/9/2022	1611 Mamie	Frozen				
12/9/2022	935 8th	11/29/2010				
12/12/2022	101 Story H	1/5/1999				
12/12/2022	101 Story L	10/2/2000				
12/13/2022	1302 Southview L	New Service				
12/13/2022	1604 Mamie	12/2/2008				
12/14/2022	521 Mamie	3/16/2005				
12/16/2022	719 Union	4/12/1999				
12/19/2022	508 Carroll	Reinstall				
12/19/2022	2111 Cedar	12/21/2007				
12/19/2022	409 Boone	4/19/2010				
12/20/2022	2113 Cedar	11/14/2007				
12/21/2022	2221 Story	frozen				
12/24/2022	1545 6th	pre 1999				
12/27/2022	711 Story	Remove meter				
12/27/2022	1710 Boone	Frozen				
12/28/2022	129 Ringold	6/15/2012				

Curb Box Repair Update for 12/14/2022 – as of 12/02/2022

Per policy, we do not shut off during the months of November or December. 35 accounts would have qualified to be on the list in November and have been sent offset or assessment letters to notify them of their delinquency and request payment.

110 stop boxes in need of repair.

3 delinquent bills in the amount of \$951.05 certified on November 28th. If left unpaid, 27 delinquent bills totaling \$9688.90 are scheduled to certify on January 3rd.

Lesli Vote
Utility Billing Supervisor

Curb Box Repair Update for 01/11/2023 – as of 01/04/2023

Per policy, we do not shut off during the months of November or December. 53 accounts would have qualified to be on the list in December and have been sent offset or assessment letters to notify them of their delinquency and request payment.

110 stop boxes still in need of repair.

11 delinquent bills in the amount of \$3677.43 certified on January 5th. If left unpaid, 8 delinquent bills totaling \$2170.21 are scheduled to certify on January 20th.

Lesli Vote
Utility Billing Supervisor