

THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT

August 10, 2010

REGULAR MEETING

Chairman Kyle Galpin called the regular meeting of the Manchester Water District Board of Commissioners to order at 5:35 p.m. Present were Chairman Kyle Galpin, Commissioners James Strode and Steve Pedersen. Staff included Alan Fletcher, General Manager, Dennis O'Connell, Operations Manager, Jamie Hatton, and Rick Gross, Attorney.

1.0* **Consent Agenda**

- 1.1 **Approval of July 13, 2010, Regular Meeting Minutes.**
- 1.2 **Approval of Vouchers.** Approval for payment of these vouchers includes Street Light Fund voucher #353, totaling \$1,933.08; General Fund vouchers #354-412, totaling \$44,948.48.
- 1.3 **Approval of District Payroll Vouchers.**

Commissioner Pedersen moved to approve the consent agenda. Commissioner Strode seconded the motion. **The motion was unanimously approved.**

2.0 **Public Comment.** There was no public comment.

3.0 **Regular Agenda**

- 3.1 **Review of Financials & Study-Session Prep.** Staff presented the water sales, income and revenue reports for the year-to-date. In preparation for Tuesday's work-session, staff reviewed revenue projections, noting the downturn in water sales due to the cool summer and low meter sales.
- 3.2 **Developer Extensions & Capital Improvement Projects Update.**
 - 3.2.1 **Suite 111.** The new administration office at 8185 Daniels Loop, Suite 111, is now open for business.
 - 3.2.2 **F-550 Service Truck.** The new service truck has been delivered and staff is performing a number of improvements to make it duty-ready. These improvements include the addition of a backup alarm and warning beacons, work lights, shovel racks, etc.
- 3.3 **Port of Manchester Update.** Launch fee collections continue to increase with changing seasons. A total of \$9,391 has been received from ramp fees and annual pass sales. The District billed the Port \$519, for July General Services, Parking Lot Expansion Project, and reimbursable expenses.

4.0 **Miscellaneous**

4.1 **Operations Updates.** Staff reported that water samples taken in July tested satisfactory. No new services were installed and we have installed eight year-to-date. Staff repaired three separate service line leaks this month, and relocated a hydrant as part of the Southworth Drive widening project. The District produced 26,263,000 gallons in July, down more than 7.5 million gallons from the same reporting period last year.

4.2 **Administration Update.** Staff reviewed the latest information regarding the damage claims from the leak on Alaska & Alder Streets.

4.3 **Board of Commissioner Comments.** There were no Commissioner comments.


5.0* **Future Meeting Dates**

5.1 August 17, 2010, 5:30 p.m. – Special Study-Session Meeting


5.2 September 14, 2010, 5:30 p.m. – Regular Meeting, Manchester Library

5.3 October 12, 2010, 5:30 p.m. – Regular Meeting, Manchester Library


6.0* **Adjournment.** There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 6:30 p.m.



Kyle D. Galpin,
Chairman



James E. Strode,
Secretary



Steve Pedersen,
Commissioner