

Northport Village Corporation

July 13, 2018

Utilities Meeting Minutes

Attendees:

Superintendent: Richard McElhaney
Village Agent: William Paige
Office Manager: Amy Eldridge

Utilities Board Members Present:

Chairman: Dr. David Crofoot
Judy Metcalf
Gordon Fuller
Dick Brockway

Visitors: None

Meeting Called to order: At 2:30 pm by David C.

Approval of Minutes: Judy M. moved to approve the June minutes, David C. seconded the motion. All in Favor.

Financials: Dick M. reported that checks were put into the wrong account under service fees and Amy has been in contact with Erika from DSPD to correct the checks. Last reported Erika was going to look into it.

Visitor Concerns: None

Report of the Superintendent:

Sewer Department

May 2018 Effluent Monitoring Data

The NVC Wastewater Treatment Plant (WTP) was in full compliance with its wastewater discharge license for the month. There were no license exceedances.

Flow averaged 5,923 gpd compared to 24,323 gpd in 2017. Daily flow ranged from a low of 2,100 gpd to a high of 15,800 gpd during the month. Precipitation for the month was 0.95” versus 7.05” in 2017.

TSS and BOD⁵ averaged 0.8 lbs/day (21.8 mg/l) and 2.3 lbs/day (61.3 mg/l), respectively compared to 1.0 lbs/day (9.0 mg/l) and 3.3 lbs/day (31.0 mg/l) in 2017.

See performance table below for this month’s comparisons, averages, year-to-date highs and lows, permit limits, and year-to-date (YTD) exceedances. Testing frequency is continuous for flow, weekly for TSS, BOD⁵ and fecal coliform (May thru Sept), daily for pH and settleable solids (S.S.), and twice per day for total residual chlorine (May thru Sept).

Monthly Performance Table

Parameters	May	April	March	YTD	YTD	YTD	2017 Ave	DEP	Exceed-
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				Lo	Hi	Ave		Monthly Limit	ances
Flow GPD	5923	26757	21742	5923	26757	18,505	12017	<63000	0
Precip Inches	0.95	6.30	2.18	.95	8.05	4.11	3.33	n/a	0
TSS lbs/day	0.8	1.4	0.9	0.8	1.4	1.04	1.90	<76	0
TSS mg/l	21.8	5.9	7.2	5.9	21.8	11.24	27.0	<145	0
BOD ⁵ lbs/day	2.3	3.4	2.1	1.8	3.4	2.46	5.34	<107	0
BOD ⁵ mg/l	61.3	15.3	20.8	15.3	61.3	30.1	70.7	<203	0
TSS% Removal	92.5	98.0	97.5	95.3	98.0	97.1	91.3	>50	0
BOD% Removal	78.9	94.7	92.8	87.8	94.7	92.3	75.6	>30	0
pH lo	6.7	6.7	6.7	6.7	6.7	6.7	6.7	>6.0	0
pH Hi	7.0	7.0	7.0	7.0	7.0	7.0	7.0	<9.0	0
S.S. ml/l	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	Report	0
TRC mg/l	0.02	na	na	0.02	0.02	0.02	0.02	<.052	0
F Col/100 ml	<1	na	na	<1	<1	<1	<1	<15-ave	0
F Col/100 ml	<1	na	na	<1	<1	<1	<1	<50-max	0

Note: The last exceedance for flow was **145 months ago (2/2006)**. The last exceedance for fecal coliform was **68 months ago (8/2012)**. The last exceedance for BOD was **43 months ago (9/2014)**. The record annual average low for flow was 12,017 gpd in 2017.

June 2018 Snapshot

The NVC WTP is expected to be in full compliance with its license limits in June pending the DEP's completed review of the NVC's discharge monitoring report. Flow averaged 6,300 gpd. The report for precipitation as measured by the Belfast Water District (BWD) at their Little River Station was 3.86 inches.

Drinking Water Department

May 2018 Usage and Water Quality

Water consumption for the month averaged 20,373 gpd compared to 16,143 gpd in 2017. The weekly free chlorine residual in the drinking water ranged from 0.19 - 0.26 ppm/Cl² compared to the recommended goal of >.20 to <1.0 ppm/Cl². The EPA maximum concentration level (MCL) not to be exceeded is 4.0 ppm. The monthly total and e-coli water sample test results were negative.

Dick M. went over his Superintendent's report. Of which everything is working as intended. He reported on the preliminary project cost estimates for the 2019 Cobe Road water main project (See Appendix A&B). Judy M. asked what steps will need to be taken next and confirmed that no additional financing would be needed to complete the project.

Judy M. moved to approve Dick M. to take the next steps for the Cobe Road Water Main project for 2019 that was itemized from Dirigo Engineering, Seconded by Gordon Fuller, All in Favor.

Dick M. provided water charts for the trustees to see a comparison from last year to this year. He wanted the trustees to see that the new flow recorder is working perfectly.

Discussions:

Amy E. provided a Utility Billing recap that showed June and July figures to the board.

Utility Billing Recap

June 2018

Water Open Balances \$ 954.26
 Sewer Open Balances \$ 1,301.10
 Total Open Balances \$ 2,255.36

July 2018

Water Open Balances \$ 820.48
 Sewer Open Balances \$ 1,301.10
 Total Open Balances \$ 2,121.58


+1 Inactive w/ Lien \$1,998.60 (W =753.59, S=1,245.01)
 +45 Open accounts w/ Interest balances \$122.98
 =46 Open accounts w/ balances \$2,121.58 (07-13-2018)

Judy M. asked the utilities trustees to give Dick M and Bill P. the go ahead to find a GPS that would be useful to the department. A GIS mapping system would be needed to go along with the GPS. The Utilities Department would like to go back to the Overseers and the Tree Committee to let them know what kind of unit would work best for all involved.

The trustees determined that no August meeting would be needed and they would meet on the Friday before the 1st Overseers meeting in September at the Community Hall conference room.

Meeting Adjourned: adjourned at 3:30 pm

Appendix A:



#25000 03/28/18

Preliminary Project Cost Estimates
2019 Sewer & Water Projects
Northport Village Corporation

Cobe Road Water Main		EST QTY	UNIT	UNIT PRICE	TOTAL
1	New 8" DI Water Main	800	lf @	\$80	\$64,000
2	Water Services	6	ea @	\$2,500	\$15,000
3	Temporary Water Allowance	1	ea @	\$4,750	\$4,750
4	Pavement	0	ton @	\$150	\$0
5	Design (Plans & Specs.)				\$5,000
6	Construction Monitoring (if requested)				\$10,000
7	10% Contingency				\$9,875
Subtotal - Cobe Road Water Main Estimate					\$108,625
Fire Protection Upgrades		EST QTY	UNIT	UNIT PRICE	TOTAL
1	New Fire Hydrants Connected	3	ea @	\$6,500	\$19,500
2	Cap old Fire Main and Abandon	3	ea @	\$3,000	\$3,000
3	Pavement Allowance	7	ton @	\$150	\$1,050
4	Other Project Costs				\$3,800
5	10% Contingency				\$2,735
Subtotal - Fire Protection Changes Estimate					\$30,085
Sewer, Metering MH Upgrades		EST QTY	UNIT	UNIT PRICE	TOTAL
1	MH Cover and Hatch				\$7,500
2	MH Rehabilitation				\$2,500
3	Gauges & Flow Measuring Adjustments				\$5,000
4	Other Project Costs				\$2,250
5	10% Contingency				\$1,725
Subtotal - Sewer Metering MH Upgrades Estimate					\$18,975

Appendix B:

Tobe Road water line funding proposal

Project cost \$110,000

Reserves as of 12/31/2017	
Unassigned	\$ 176,193
Village Truck	\$ 1,000
Unreserved	\$ 9,929
Total	\$ 187,122

Funding snapshot						
	Project payments	1998 Bond payment	"Bond" Contribution to reserves	Project payment via "bond" funds	Use of reserves	Reserve balance
Sep-18		\$ 32,196				\$ 187,122
Sep-19		\$ -	\$ 32,196			\$ 219,318
Sep-20	15,000	\$ -	\$ 17,196	\$ 15,000		\$ 236,514
Sep-21	95,000	\$ -	\$ -	\$ 32,196	\$ 62,804	\$ 173,710
Sep-22	0	\$ -	\$ 32,196			\$ 205,906
Sep-23	0	\$ -	\$ 32,196			\$ 238,102

*2019 Install		*2020 Install	
Reserve Balances		Reserve Balances	
18-Sep	\$ 187,122	18-Sep	\$ 187,122
19-Sep	\$ 109,318	19-Sep	\$ 219,318
20-Sep	\$ 141,514	20-Sep	\$ 141,514
21-Sep	\$ 173,710	21-Sep	\$ 173,710
22-Sep	\$ 205,906	22-Sep	\$ 205,906
23-Sep	\$ 238,102	23-Sep	\$ 238,102

* Assumes 100% funding from the reserves and that engineering and construction costs will be expensed in the same fiscal year.