

**FRASER WATER & WASTEWATER COMMITTEE  
MINUTES**

**DATE:** Tuesday, August 10, 2021

**MEETING:** Regular Meeting

**PLACE:** Fraser Town Hall Board Room

**PRESENT:**

**Committee:** Committee Chair Ron Anderson, Mayor Philip Vandernail, Eileen Waldow and Bob Wolf

**Staff:** Town Manager Ed Cannon; Finance Manager Beth Williams; Public Works Director Russell Pennington; Water Superintendent Adam Cwiklin; Plant Superintendent Joe Fuqua; General Accountant Becky Allison

**Other:** None

Committee Chair Anderson called the meeting to order at 9:14 a.m.

**1. Roll Call:**

**2. Approval of Agenda:**

Vandernail moved, and Waldow seconded the **motion** to approve the Agenda. **Motion carried: 4-0.**

**3. Consent Agenda – Approval of Minutes:**

July 13, 2021

Vandernail moved, and Waldow seconded the **motion** to approve the minutes. **Motion carried: 4-0.**

**4. a. Fraser Municipal Code Chapter 2 Article 10, Water and Wastewater Committee:**

Topics discussed included changing the description of the committee to an Advisory committee, then it was decided not to add Advisory.

They would like to have two trustees instead of 4 on the committee. The number of members for the committee will be five instead of seven.

Ed questioned whether the committee needs to meet monthly; discussion with Board and members agreed to have quarterly meetings. If things come up in the interim, the Chairman or Town Manager can call a special meeting.

Discussed the appeals process. There have been no appeals in any recent memory, but Ed had a call shortly after he began. An owner is remodeling his property and was wanting to have his water bill abated until the remodel is complete. It was decided the WWC will be the first step for someone to appeal, and the committee will then make a recommendation to the Town Board.

**5. Other Business:**

Change to the chairman. Ron would like to step aside and let someone else take over for a while.

Operations – Adam presented water data that has been collected and other statistics that he can share with everyone. He wanted to know what metrics the Board is looking for so he can work with them to provide adequate information. Eileen would like to see the quarterly increase of EQRs.

Joint Facilities – Joe; there is a JFOC meeting Thursday night, they will be discussing pretreatment program, EQR study, and Project P and Project N. Discussion was made of the brewery and distillery businesses in town and their impact on the plant.

Ron – There was a PIF code change a couple of years ago, should this be changed? Studies need to be done to see if the Town's tap structure is where it should be. Per Adam, we will be working on a 10 year plan prior to re-visiting the tap structure. The EQR studies will address these issues. Per Ed we won't be doing a comprehensive CIP study before the end of the year, as we are in the middle of the budget cycle.

**6. Future Agenda Items:**

Tabled change of Chairman.

**7. Adjourn:**

Wolf moved to end the Regular Meeting and Waldow seconded the **motion** to adjourn. **Motion carried: 4-0.** Meeting adjourned at 10:28 a.m.

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Becky Allison, General Accountant