



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, October 06, 2020

On October 6, 2020 at 5:00 p.m., the Utility Commission of the City of Rollingwood, Texas held a regular meeting, open to the public, via video conference and telephone in accordance with an order of the Office of the Governor issued March 16, 2020. The public was able to watch this meeting live and had the opportunity to comment via audio devices at the following link:

<https://meetings.ipvideotalk.com/154631881>

The public was also able to participate in this meeting by dialing one of the following numbers: 1(617) 315-8088 or toll free at 1(888) 330-2489 and entering the Meeting ID: 154631881

The public was permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. A video recording of the meeting was made and posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request. The following items were discussed:

CALL UTILITY COMMISSION MEETING TO ORDER

1. Roll Call

Acting Chair Jonathan Miller called the meeting to order at 5:00 p.m.

Present Members: Acting Chair Jonathan Miller, William Teten, Ronald Hasso, Phil Dixon, Christopher Meakin and Clark Wilson.

Also Present: City Administrator Amber Lewis, Council Member Sara Hutson, and Assistant City Administrator Ashley Wayman.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Utility Commission and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

2. Discussion and possible action on the minutes from the September 1, 2020 Utility Commission meeting.

Jonathan Miller motioned to approve the minutes from the September 1, 2020 Utility Commission meeting. William Teten seconded the motion.

The motion passed 6-0.

REGULAR AGENDA

3. Discussion and possible action to elect a Chair for the Utility Commission.

City Administrator Amber Lewis explained that William Teten has expressed that he has a demanding schedule and would like to stay on the Utility Commission but step down as Chair.

Jonathan Miller volunteered to serve as the Utility Commission Chair or nominate someone else if they want to serve as the Chair.

Clark Wilson motioned to elect Jonathan Miller as the Chair of the Utility Commission. Ronald Hasso seconded the motion.

The motion passed 5-0 with one abstention.

4. Discussion and possible action to further evaluate and make a recommendation regarding the stand-by fee option of the wastewater rate study.

Nelisa Heddin discussed the recommendations regarding the wastewater rate study that were made to the City Council and that the stand-by fee option came up as something that the City Council would like the Utility Commission to look into further. She discussed the stand-by fee options in detail and answered questions of the commission.

The commission discussed options for charging this fee.

Christopher Meakin motioned that, for this coming year, the debt burden be applied to houses that are disconnected and a reconnect fee is charged. Clark Wilson seconded the motion.

Phil Dixon clarified that it is a monthly fee multiplied by the number of months that the house is disconnected.

The commission further discussed the reconnect fee.

Christopher Meakin restated his motion to state that a reconnect fee is to be charged when wastewater is reconnected and will be equal to the debt service fee, it will be paid upon reconnection, and this will go into effect at the time that the Council implements this part of the wastewater rate study. Clark Wilson seconded the motion.

Phil Dixon clarified that the charge will be based on the actual number of months that service was disconnected.

The motion passed 5-0.

5. Update on the status of the Electronic Water Meter Testing Program.

The commission discussed the update regarding the Electronic Water Meter Testing Program.

City Administrator Amber Lewis gave an update regarding the fire hydrant testing and painting project.

ADJOURNMENT OF MEETING

The meeting was adjourned at 5:49 p.m.

Minutes Adopted on the _____ day of _____, 2020.

Jonathan Miller, Chair

ATTEST:

Ashley Wayman, City Secretary