

Ad Hoc Committee Meeting Minutes

July 9, 2024

Present: Chairman Brian Woodall, LaToya Holcomb, Mayor Mike Callis, Rachel Slusser, Bryan Price, Warren Garrett, Tom O'Loughlin, Kristi Gibbs.

Discussion was held about the policy of transferring accounts from deceased customer and the time limit for family user transfer. It was suggested to set 30-day time limit.

Discussion was held about Hydrant Flow testing, average amount of employee time needed and usage of gallons of water. TDEC requires the testing for commercial customers only. After discussion it was suggested that a fee of \$125 per each Hydrant Flow test be submitted in a revision of Ordinance 24-26 – Utility fees.

Discussion was held about current Pre-treatment Policies. Director Price explained that we are not currently charging an annual fee for this service. The State has certain requirements for specific industries in Portland. Director Price further explained the FOG program that has 46 locations that are inspected quarterly, the pre-treatment Inspector, and inspectors' rolls.

Discussion of pay grade and positions.

Discussion of water leak adjustments and treating them like natural gas.

Discussion of purchasing water cost vs water plant production, Oak Grove area cost breakdown and current fees. Director Price suggested an additional charge for three weeks. Chairman Woodall suggested notification to those effected by email and keeping them updated.

Meeting adjourned.

A handwritten signature in dark ink, appearing to be "B. Callis", is located at the bottom right of the page.