



Water Committee Minutes
June 14, 2023
8:30 A.M.

Committee Members Present: Bryan Keller, Chair
Vanessa Tigert, Vice-Chair
Steve Rapson, County Administrator
Bill Holland
Jim Poff
William Yarde

Absent: Jeff Hill, Fire Chief

Committee Non-Voting Members: Dennis Davenport, County Attorney
Michael Diaz, Arcadis

Staff Present: James Munster, Capri Reeves, Carrie Gibby, Susan Lee,
Lindsey Choisnet

Call to Order

The meeting was called to order by Chairman Bryan Keller at 8:30 a.m.

Acceptance of Agenda

Vanessa Tigert moved to accept the agenda as written. Jim Poff seconded. The motion passed unanimously.

1. **Approval of Minutes from the May 10, 2023 meeting**
Bill Holland made the motion and Vanessa Tigert seconded to approve the minutes from the meeting on May 10, 2023. The motion passed unanimously.
2. **System Updates**
Susan Lee stated that the SCADA (Supervisory Control and Data Acquisition) upgrades are moving along and Crosstown will have the platform running soon. It is important to have SCADA at Crosstown, as the South Fayette plant already has it in place and we need both systems on the same platform.

Michael Diaz added how the SCADA upgrades allow more flexibility and redundancy for the system.

Ben Martin started his new position as Plant Maintenance Manager. We are in the process of training his replacement, James Rosser, who has moved over from Field Operations.

Carrie Gibby discussed improving our business processes as it relates to Customer Support and Field Operations. These improvements involve incorporating asset management software that will track the infrastructure and assets within our system.

Capri Reeves shared the recent promotions within Customer Support and has new faces joining the frontline positions. We want to make sure our new employees are totally immersed in Advanced Metering Infrastructure (AMI).

James Munster compared this year's meter sales to previous years. As of June 2023, we're at about 50% of residential meters sold compared to the previous two years. Residential building is slowing but the non-residential side is generally consistent.

The number of leaks is about the same but there have been fewer main breaks in the first half of 2023 than in previous years.

3. **Director's Report**

Ms. Tigert reviewed the highlights of the proposed Fiscal Year 2024 budget, which includes adding a part-time Professional Engineer and an intern position.

We have a structure in place for certification and promotion increases. Field Operations Technician, Plant Maintenance, and Plant Operator positions start as Class 3 and, after obtaining specific certifications, will be promoted to Classes 2 and 1. The promotions are not dependent on an annual cycle, they happen when the employee becomes certified. Each certification promotion offers a 10% pay increase, which keeps us competitive with surrounding jurisdictions that operate as Authorities.

4. **Public Comment**

No public comment.

5. **Committee Members' Comments**

Mr. Keller advised that the Environmental Management Department (EMD) is working to replace the culvert off Inman Road. There is a 30-inch water main within five feet of the culvert, but we cannot take that line out of service. EMD and the Water System have created an Emergency Action Plan if the water main were to get hit; however, we have an experienced crew out there who are working with an abundance of caution.

Adjournment

Bryan Keller made the motion and Vanessa Tigert seconded to adjourn the Water Committee meeting on June 14, 2023. The motion passed unanimously.

The June 14, 2023 Water Committee meeting adjourned at 9:03 a.m.



Bryan D. Keller, Chairman

The foregoing minutes were approved at the regular Water Committee meeting on the 9th day of August, 2023.



Lindsey Choisnet, Water Committee Clerk