

Trades Advisory Council
Minutes
April 14, 2004

Present were Martha Segal, Hal Balthrop, Mike Gregory, Eba Hobbs, Richard Smith, James Mclean, Eric Holt, Lance Hornbuckle, Mary Ellen Jackson, Gary Ragland, Jack Steakley and Mike Morris

The minutes of the previous meeting were reviewed and approved.

Packets of the current schematics were distributed by Mike Morris. Members were asked to send feedback to either Mike or Hal Balthrop. It is hoped the updated drawings will be ready within a month. The use of fiberglass meter boxes was discussed. Gary Ragland stated Bouchard makes a fiberglass box that is approved for use; however, MWS will expect correction if the sides of the box are crushed or distorted during subsequent landscaping, backfill etc. Mary Ellen Jackson reported data that had been gathered by the meter inspector. In the period of one month, one-half of all fiberglass boxes installed failed the final inspection. Pictures of the damaged boxes were shared. Eric Holt stated the ease of installation was primary factor considered in using fiberglass. This subject will be placed on the agenda for the Community Meeting.

Mary Ellen reported the plans review express process was working well. Customers were being able to receive immediate feedback. A cross connection representative is now on staff.

Mary Ellen asked for suggestions concerning content of the quarterly mailout now being prepared. The mailing list will include anyone who has obtained a permit. Recommendations included the need to keep the document brief; include information about the website handbook, updated schematics and other recent changes. (Headline suggestions-SAVE TIME-SAVE TRIPS) Group to send feedback to Mary Ellen.

At the groups suggestion , the first Community Meeting will be scheduled for July 14 from 2 p.m. until 3:30 p.m. Attempt to secure the Howard School auditorium will be made. The Customer Service conference room will be used if auditorium is not available. Jack Steakley, Jim Mclean and Lance Hornbuckle will serve as a Committee to plan the agenda and format for the July meeting. July TAC meeting will be held one hour prior to the Community Meeting. The quarterly mailout will include a request for submittal of questions to be answered at this meeting. It was also recommended that attendees comments be limited to two minutes.

Mike Morris presented an overview of the Commercial and Residential handbooks. It is hoped these will be activated on-line within a few weeks.

Hal Balthrop reported, under revised guidelines, low hazard commercial accounts may not be required to install a backflow device on domestic service. Existing low hazard accounts that have been required to install a backflow device will be expected to keep such in operational order or to remove the equipment. The Permits staff and/or Plans Review Committee will review hazard level of new commercial construction when plans are submitted. A yearly survey and inspection of commercial users will be conducted.

If a change in the type of business using a building occurs, installation of a backflow device may be required.

Hal discussed the meeting with Richard Smith to develop a fire metering policy. It was suggested the policy include statement concerning implementation date of any change.

Mike Gregory inquired about any future plans to have locations on line. Hal updated the group on the progress of the project to establish a data base of service lines that would also included location of water and sewer lines. This data will be available to the Permits staff as well as construction document maps and infrastructure updates in the immediate future. Due to the large number of projects in Antioch, this will be the first area maps updated.

The May TAC meeting will be held in conjunction with the MWS Customer Service Activities for National Drinking Water Week. The meeting will be on May 7 at 10:00 at the Customer Service Center. The members will join employees for a cookout after the meeting.