

TRADES ADVISORY COUNCIL (TAC)

MINUTES

April 16, 2008

Present were Gail McQuiston, Mary Ellen Jackson, Marilyn Tidwell, Rick Jones, James Bradley, Gary Ragland, Ralph Gregory, Hal Balthrop, Mike Morris, Ilke Hanloser, Rick Blackburn, Jim McLean, Eba Hobbs, Jack Steakley, Cyrus Toosi, Sue Amos and Martha Segal.

Introduction

Mary Ellen introduced and welcomed guests, James Bradley, System Services and Sue Amos, Administration.

Review of Minutes

March minutes were approved as written.

Carson Meter Box Update

The two piece Carson box was approved August 2007 for use until a one piece box could be manufactured. As of this date, the replacement box has not been manufactured. Gary will send Carson a letter asking that the company fulfill their obligation to manufacture the one piece box. It is not MWS' intent to remove this lighter weight box from the approved materials.

Handbook/Website Update

New handbooks are being printed and should be delivered within a month. The handbooks should be on the present website in PDF format within a week. In addition, Mike, Marilyn and Mary Ellen have drafted a new format for the website that is hopefully more user friendly. A Development category will be added to the Metro Water home page and will include technical specification, details, handbooks etc. The Trades Advisory home page will be moved to the Community Involvement link on the MWS home page and will include minutes, membership and community meeting presentations. TAC members will receive an updated timeline as it develops.

Flow Tests

Cyrus presented a spreadsheet that will be used for documenting results from the two hydrant flow tests being done at System Services. It includes a formula that calculates the flow at a system residual pressure of 20 psi, with a flow curve at the bottom of the spreadsheet for other system residual pressures. System Services is currently using this form in hard copy. It was suggested this form be placed on the website if possible. Engineering will determine what locking procedures would be necessary to accomplish this.

The Fire Marshall requires hydrants to be tested in subdivisions before a building permit can be issued. Due to various liability issues, MWS determined builders/developers should have a third party complete the test with a MWS representative present. This will be coordinated with the Engineering project inspector.

MWS/Fire Department Meeting Summary

Hal discussed the recent meeting with Ron Holt and Danny Hunt. The meeting was beneficial and all agreed to regularly scheduled meetings to improve communications. Issues brought to TAC that involve the Fire Department can be discussed at those meetings. The test form, presented by Cyrus, was well received.

As a point of clarification, Hal stated that the Fire Marshall's office is the entity that enforces all regulations concerning fire safety measures. It is the responsibility of MWS to inspect private fire hydrants every six months. The Fire Department is notified and provided test result forms. MWS has no enforcement responsibilities.

Rick Blackburn suggested that MWS reconsider requiring developers to conduct the flow hydrant test required by the FD prior to initial permit issuance. This will be discussed at the next MWS internal meeting and be revisited in a couple of months.

Backflow Repairs

Jack Steakley asked that MWS reconsider third party testing of backflows. In the past, MWS had stated after the completion of the recent sanitary survey, issues such as this could be revisited. It was also his understanding the term of the ABI contract would expire in the near future and this would be a good time to reconsider the boundaries of the next contract. Hal expressed his concerns and reasoning for MWS completing all tests including the need to develop an accurate database of information concerning backflow locations. He also stated that MWS must test all backflows within a 12 month period or face penalties. It was suggested MWS examine the procedures of surrounding counties and utilities that accept third party testing and consideration be given to a compromise solution that offers the customer options similar to those in commercial meter testing. This issue will be discussed at the next MWS internal meeting.

Cut and Cap Policy

MWS' present policy for service abandonment is that it is the customer's responsibility to cut and cap service at the main. However, if Public Works or other agencies will not allow the cutting of the pavement, MWS will place the abandoned service on a list for future capping. These situations are reviewed on an individual basis.

It was asked that MWS consider other solutions such as "dummy" meter installation especially if the service is copper. Tracking locations and other possible options will be addressed at the next internal meeting.

MWS' policy for relining of sewer mains is that service is not left for vacant property.

TAC meetings

Beginning June 18, TAC will meet bimonthly with the option of scheduling special meetings if indicated.

National Drinking Water Week

Martha invited everyone to the luncheon on May 8. If you are able to come, please RSVP to Mary Ellen and tickets will be provided.

TAC Newsletter

Martha stated that the TAC newsletter will be submitted to the KY/TN AWWA for award consideration.

The next meeting will be Wednesday, June 18, in the CSC 2nd floor conference room. Mary Ellen will send out a revised schedule.