


MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT

November 28, 2017

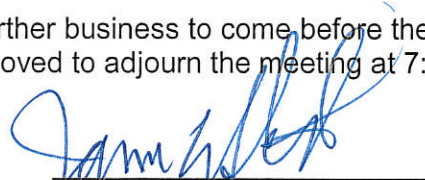
SPECIAL MEETING

- 1.0 **Call to Order** - Board Chair Steve Pedersen called the special meeting of the Manchester Water District Board of Commissioners (Board) to order at 5:30 p.m. Commissioners Paul Drotz and James Strode were also present. District staff members in attendance were Dennis O'Connell, General Manager; Scott Wolf, Operations Foreman; and Erin Civilla, Accounting Specialist. Attorney Ken Bagwell was excused. There were no other guests present.
- 2.0 **FY 2018 HR Initiatives** - During previous meetings and planning sessions, staff projected total human resources (HR) expense for FY 2018 to be \$745,000. Included in that projection are salaries, benefits and other compensation for eight full time regular employees. Staff presented information on the Consumer Price Index for Urban Consumers (CPI-U) inflation rate of 3.0 percent and how a cost-of-living allowance for all employees would impact projected HR costs. Staff also presented information on merit raise eligibility and professional growth incentives. Staff was soliciting Board input regarding HR initiatives and will incorporate their suggestions in the FY 2018 Budget to be presented for adoption at their December 12th regular business meeting.
- 3.0 **FY 2018 Rate Model Study** – Staff presented a review of the District's current Schedule of Fees & Charges and a recent history of rate modifications. Staff also presented various models of rate modifications and the impact each model would have on customer bills ranging from 1200 cubic feet to 3200 cubic feet. Following discussion regarding long-term planning and capital improvement projects, the Board offered a series of recommendations to incorporate into a revised Schedule of Fees & Charges to be presented for adoption at their December 12th regular business meeting.
- 4.0 **Future Meeting Dates**
 - 4.1 December 12, 2017, 5:30 p.m. – Regular Meeting, Manchester Library
 - 4.2 January 9, 2018, 5:30 p.m. – Regular Meeting, Manchester Library
 - 4.3 February 13, 2018, 5:30 p.m. – Regular Meeting, Manchester Library
- 5.0* **Adjournment**


There being no further business to come before the Board, the Commissioners moved to adjourn the meeting at 7:28 p.m.



Steve Pedersen,
Chairman



James E. Strode,
Secretary



Paul Drotz
Commissioner