

BOARD OF PUBLIC UTILITY COMMISSIONERS

The regular meeting of the CITY OF FARMINGTON BOARD OF PUBLIC UTILITY COMMISSIONERS was held Wednesday, January 8, 2014 at 3:00 p.m., in the Executive Conference Room at City Hall, 800 Municipal Dr., Farmington, New Mexico, in full conformity with the laws and ordinances of the Municipality.

I. GENERAL

1. Commission members present: James Spence  
Jeff Parkes  
Carol Cloer  
Marty Johnson  
Bill Hall  
Chris Hunter  
Tory Larsen  
Bill Standley  
Vic Eicker  
Keith Johns

Commission members absent: Amanda Weese

Mayor and City Council:

Mayor Tommy Roberts

City personnel present:

Water/Wastewater	Jeff Smaka
Public Works Director	David Sypher
CH2MHill OMI	Ron Rosen
PUC Secretary	Amy McKinley
Accounting	Sheree Wilson
Utility Business Operations	Susan Nipper
Customer Service	Nicki Parks
Electric Utility Director	Michael Sims
Electric Transmission & Distribution	Rodney Romero
Electric Generation	Jim McNicol
Electric Generation	Jim Eargle
Electric Engineering	John Armenta
Legal	Jay Burnham
City Manager	Rob Mayes

2. Vice Chair Spence called the meeting to order with a quorum present to conduct the business of the Commission.
3. A motion was made by Commissioner Hunter to approve the Minutes of the December 11, 2013 meeting. Commissioner Parkes seconded the motion and the motion carried.

II. BUSINESS

1. Water/Wastewater Report:

Mr. Smaka reported that design firm Cheney-Walters-Echols (CWE) has been hired to design the pump station on Wildflower Parkway.

Commissioner Larsen asked where the Wildflower pump station will be positioned. Mr. Smaka stated the pump station will be located along Wildflower Parkway.

Mr. Smaka reported the City Council approved the amendment to the CH2MHill-OMI contract for the installation of the water meters for the Meter Replacement project. Mr. Smaka stated the process of purchasing the meters and reading system will begin soon.

Commissioner Parkes asked when the Meter Replacement project will begin. Mr. Smaka stated that he anticipates the project will begin in March or April.

Commissioner Hunter noted in the report that an annual utilities contract was awarded to TRC Construction and asked how an annual utility contract is done. Mr. Smaka stated an annual utilities contract encompasses over 200 different bid items and covers a myriad of different things that can be done in water, sewer and storm sewer. Mr. Smaka stated the department goes out to bid for these types of contracts.

2. Water/Wastewater Operations Report:

Mr. Rosen presented the Water/Wastewater Operations Report for the month of December. Mr. Rosen stated there were 67 water breaks through the end of December, 2013. Mr. Rosen stated some of the breaks are due to the reluctance of property owners to allow faucets to drip water to help prevent freezing pipes.

3. Electric Utility Report:

Ms. Nipper presented the monthly and year to date Electric Utility Report.

4. Customer Service Newsletter Update:

Ms. Parks presented various styles of newsletters and the associated costs related to producing each style.

Commissioner Johns asked if there had been a request for a newsletter by the citizenry. Mr. Sims stated this request came from the City Council.

Commissioner Hunter made a motion to advance the idea of an e-newsletter that would be sent out via e-mail. Commissioner Standley seconded the motion. Commissioner Cloer commented that she preferred a hard copy newsletter. Following further discussion, the Commissioner Hunter's motion to advance the idea of an e-newsletter carried.

5. Director's Report:

Mr. Sims presented the Electric Report for the month of December.

Mr. Sims reported the Utility continues to work with GE on the final installation of a permanent heating system at the Bluffview Power Plant. Mr. Sims stated staff is also pursuing reimbursement from GE for heater rental charges.

Mr. Sims stated the Navajo Dam Hydro Plant remains off-line due to low river flows.

### III. ADJOURNMENT

There being no further business to come before the Commission, upon motion duly made and seconded, the meeting was adjourned.

The meeting was adjourned at 4:39 p.m.

Approved this 12th day of February, 2014.

  
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Dr. James Spence, M.D.  
Vice-Chair