

LYNNVILLE TOWN COUNCIL

MARCH 6, 2018 MEETING AGENDA

CALL TO ORDER: PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: FEB. 20, 2018

APPROVAL OF CURRENT BILLS: FEB. 21, 2018 THRU MARCH 6, 2018

OLD BUSINESS:

NEW BUSINESS: SALT

DANIEL CAUDILL

KELLY GREEN

ADJUSTMENTS: RICKIE BULLINGTON, LEAK IN PIPES \$321.75

KAREN BARNETTE, TOILET RUNNING, \$34.06

BERNIE'S MKT. (GARY PATEL), LEAK IN BASEMENT \$845.91

REPORTS: MIKE RUEDLINGER, WATER/SEWER

SARAH KOLLEY, PARK

BRYAN FLOWERS, TOWN MARSHAL

J. WM. BRUNER, ATTORNEY

CORRESPONDENCE:

ADJOURNMENT:

NEXT MEETING MARCH 20, 2018 AT 6:00 P.M.

ANY AND ALL OTHER BUSINESS TO PROPERLY COME BEFORE THE LYNNVILLE TOWN COUNCIL

LYNNVILLE TOWN COUNCIL

March 6, 2018

PRESENT: Doris Horn, Stacy Tevault, Eric Erwin, J. William Bruner, Sherry Jones

Doris called the meeting to order at 6:00p.m. and asked for a moment of silence. She then asked everyone to join in the Pledge of Allegiance to the Flag.

Doris asked everyone to look over the January 16, 2018 and February 20, 2018 Minutes. Stacy informed Sherry there is a typo of 2 'L' in 'Lynnville' at the top of the February 20th Minutes. Stacy makes a motion to pass the January 16, 2018 Minutes. Doris seconded the motion. All vote aye. Motion carries. Eric makes a motion to pass February 20, 2018 Minutes. Stacy seconds the motion. All vote aye. Motion carries

Doris asked everyone to go through the bills for February 21-March 6 2018. Stacy made the motion to pay the bills as presented from February 21, 2018-March 6, 2018. Eric seconds the motion. All vote aye. Motion carries.

Doris asked if everybody had a chance to go through the bills for February 21, 2018-March 6, 2018. Stacy made a motion to pass the bills for February 21, 2018-March 6, 2018 as presented. Eric seconds the motion. All vote aye. Motion carries.

Doris stated next item is requested by Sherry. Money needs to be pulled and go in and out of different accounts to cover bills for the sewer project. We need to pull a total of \$106,850.00 from bank to transfer into sewer account to pay payments of \$51,750.00 from 11/21/17, 23,750.00 from 12/5/17 and \$31,350.00 Stacy made a motion to have Sherry pull \$106,850.00 to pay 3 invoices. Eric seconds the motion. All voted aye. Motion carries.

Doris said next item are the delinquent bills. Stacy made the motion any bills not made by the cut off date will have their water turned off. Eric seconds the motion. All voted aye. Motion carries.

Next item is adjustments.

Ricky Bullington had a leak between the road and house. Adjustment request is for \$321.75. There is a receipt here where he paid to have a plumbing company fix the leak. Stacy made the motion to approve the adjustment of \$321.75 for Ricky Bullington. Eric seconds the motion. All voted aye. Motion carries.

Karen Barnett had a leaking toilet. Her father fixed it and there is a receipt from Lowe's for supplies. . Adjustment request is \$34.06. Stacy made the motion to approve the adjustment of \$34.06 for Karen Barnett. Eric seconds the motion. All vote aye. Motion carries.

Bernie's Market found a leak on the bottom of one of the pipes in the basement. Talked to Gary's wife who said they fixed this leak and would like to turn water back on so they can see if there are leaks anywhere else. Adjustment request is for \$844.91. Doris then called Love Patel "Lucky" up to speak. He stated the leak was in the pipes under the kitchen. They fixed the leak, turned water back on and there were no more leaks. Eric asked if they were going to leave the water on in the building since the building is not in usage at this point. Sherry told him the water has since been turned back off and she has let them know they will still be getting a bill for 0 usage each month until they decide what they will do with the building. Doris stated she did not think the full amount of the adjustment should be approved because they turned the heat off, we had freezing weather which resulted in the busted pipe. She stated the busted pipe was due to their negligence. Mike then stated since the amount of the adjustment is only for the sewage it has not cost the town anything. Stacy asked if there were any costs for them to fix the leak. "Lucky" said yes and he has receipts. Stacy read the receipt aloud, there spent \$150 on repairing 3 leaks and asked to make a copy for our records. Stacy made the motion to approve the motion even though it was negligent on their part for turning off the heat during winter in an abandon building. She

also said this would be a onetime adjustment, there will not be any other adjustments for them. Eric seconds the motion. Stacy and Eric voted aye. Doris voted no. Motion carries.

Doris then called Mike Ruedlinger up to give Water/Wastewater report. Mike said we had about 11.5 inches of rain in little over 2 weeks which "really tested the plant". He said there wasn't anything out of the ordinary except it took longer than normal to read the meters due to the rain and weather. Mike then brought up the barn on Hwy 68 that is being turned into a dwelling, Sherry called to start doing locates this week and with the boards permission he would like to put together a checklist for customers with all the steps they need to go through to hook up water and sewer. This way if anyone comes in asking for information about hooking up it has all the information they will need and they can check off as they complete each step. He said he would try to get it done by the next meeting so the board can look it over.

Doris then read the next item for the Water/Wastewater Department stating the concerns about the meter reading getting back to the office so late every month. They are not getting read in enough time for the office to enter, run reports and get them in the mail by the last day of the month. This also causes problems with the customers receiving the bills before the due date. The request from Lauri is the books be back to the office every month no later than the 26th of each month. If possible start the readings each month on the 19th. This would also give a more consistent reading for the customers. Mike said he didn't know how he would be able to stick to the schedule since we can't schedule the weather but he would do what he could. He then brought up the InstaMeter system they discussed 2 years ago which is an automated meter reading system. Stacy then said it would be great but that is a cost the Town wouldn't be able to afford right now. Doris said they did check into it but it costs \$500,000.

Doris then asked Mike about a pump he had mentioned was having problems. He said it's a pump that pumps out sludge and he is still having problems with it. He said he has doubled up on the other pumps and would try to keep everything running as long as he can. He believes he has an extra pump but it would still cost \$400 to have it put in.

Eric asked Mike about the culvert pipe on Vine St. There is a break in this pipe and have been many complaints of water backing up into their yards. Eric told Mike to call him on Friday so they could go look at it and find out what needs to be done to get it fixed but most likely replaced. Doris said in January she went to the meeting at the Planning Commission the residents where there to complain about water. It's stated in the Planning Commission's Minutes she told them they needed to contact the State She also gave them her personal phone number and let them know her and the Board of Lynnville would help them by getting hold of the State. She said she has not heard from any of them but called the State anyway and is suppose to meet with the State on Tuesday. The laws have recently changed on sizing for culverts even for the county but will have information on specifications and what needs to be done after meeting on Tuesday.

Sherry questioned Mikes daily job report for February 6 and February 7 which stated he was reading meters on both of those days. He had stated earlier the meter reading had been getting done in late due to the bad weather. The books didn't get picked up til around the 15th. Mike suspects it was an error he missed. It will be fixed in the paperwork.

Doris then called Sarah Kolley for Park report. Sarah brought up the rock on the road going up to conservatory is all pushed down into the mud and there isn't much rock left back there. John has grated it up and worked on it as much as he can but need to get some rock out there. Eric said last spring they had 9 truck loads of rock brought in. what they need to do is "turn the ground to bring the rock back up".

Sarah's next item is new hires. Sarah interviewed a couple people this week but would like to know what to offer them for pay rate. Doris said the pay for those new hires would be \$8 per hour. Eric said they should also be working 20 hours per week depending on what's needed to cover all the events and activity going on at the park during season. 2-3 people need to be hired to fill positions can look at schedules from last year to get an idea for scheduling. The board agrees the new hire should be trained and ready by beginning - mid April.

Eric said John has been working to get the shower house ready. Also Sarah needs to get the long term campers moved to the correct sites before camping season starts. Stacy said April 1st should be the deadline to have everything back to "camping time". Doris said she found florescent paint to put numbers on picnic tables and power box to correspond to each rented site. Sarah said John found some green paint and was wondering about painting the services for the old sites. Eric said yes anything that is rusted or doesn't look nice to go ahead and paint. Also there are 2 sites with number "25" on them, since you will be painting them go ahead and fix the numbers making one "24" or however so it's not as confusing. Doris also asked Sarah to make a sign for employees to let them know the green boxes are 30amp and the gray boxes are 50amp. Stacy asked if more janitorial supplies, new broom and cord on floor machine has been taken care of yet since busy season is about to get started. Sarah said it has not been done yet but will take care of it. Stacy would try to find contact for her to get cord fixed.

Doris called Brian Flowers up Town Marshall report. Doris asked Brian to start going around the apartments because people are starting to park on the street again.

Doris invited Dan Schuler to come speak. He introduced himself with some background about himself. Volunteering with several groups. Him and his family has been putting motorcycle races on for years in Lynnville. He came because their park fee for this year went from \$1000 to \$1800 without any notification. They are a non-profit organization that promotes youth and family. In 2017 he said they put 2 races on for \$1000 for each event then raised to \$1800 for each event without telling any of their members for 2018. He was very upset and stated he didn't think this was right. Stacy told him Sherry would check the past Minutes to try to find where they were told they would only be charged \$1000 per event for all future events. Stacy only recalled discussing lowering the rate on one race for the Black Coal Race. Mike Dennis was the represent ant for them the day they came to the meeting to discuss this rate decrease for the 2017 race. At that time the rate reduction was based on what they paid to go out to Interlake. She said at that time she only recalls discussing that one race and this is why they will have Sherry go check the Minutes for 2017. JR then said they would like to put on another race if they can get the fees dropped to \$1000. There are 30 people in their group. They are also willing to volunteer work out at the park. Doris asked Eric why the fees went up to \$1800 because many of the groups race through campsites and over roads with the promise to fix the damage but never come back to do it. The rate increase which happened in 2015 is for the gravel, supplies and labor to fix the damage done by the races. Everyone agreed to check Minutes then sit down together, discuss the situation and come up with a resolution.

Doris called Kelly Greene, daughter of Donna Goodman to discuss Donna's property. Mr. Bruner said he had called Kelly to come to the meeting to discuss Donna's lease. Currently Donna has a lease at the park but has been sent a notice of termination. Kelly had gone to the property and cleaned up most of the garbage on Christmas Eve. Doris said she was at the property 2 weeks ago and said the outside of the property is in shambles. She said all the garbage needs to be picked up and hauled off. Whoever cleaned it before left the bags of garbage outside and dogs have gotten into it and spread the garbage all over the property. The neighbors have made complaints. There are vehicles out there with the wrong license plates that need to be taken off the property also. Doris said they were willing to work with Donna right now with her incarceration but the outside of the property needs to be cleaned up now. Eric proposed to give until the second meeting in April to have the property cleaned and discuss they will discuss it again at that time. Eric also let Kelly know she cannot let her property insurance lapse. If insurance lapses she will be in violation of her lease agreement and lease will be terminated. The Board will work with her until she gets back but she has to do her part also. Kelly said she should have money from her taxes to take care of everything with the lease and property insurance. Sherry also mentioned Donna's water bill is delinquent. Kelly said since nobody will be there if the water isn't already turned off to go ahead and turn it off. Stacy said the water was scheduled to be turned off on the 14th already. Sherry said once the water has been turned off and locked to get it turned back on the bill would have to be brought up to date and there is a \$25 reconnect fee that would need to be paid first. Kelly reconfirmed she had until the meeting on April 17th to have the outside of the property cleaned up.

Diane Harris wanted to bring up there were some problems with the light. David has ordered new flood lights

and breakers to install. They will have an electrician come install breaker and each flag will have a new flood light on them. They paid for this out of the Vetren's Fund. Also their minister and church groups are going to participate in the Town Clean-up. They have several groups and organizations that are going to volunteer to help. They wanted to know what to do with the bags of garbage they collect. Stacy said they should be able to take the garbage to the dumpster at the park. She also asked if the board could get them trash bags for the town clean up. Stacy asked Sherry if they could buy trash bags for them. Sherry said she could take it out of the Town Budget since it's for the town clean-up. Sherry could get them ordered to have them by April 14th. Diane also brought up getting some extra signs to add to the Town Welcome signs to say something about 'Please help keep our town clean' or 'no littering' signs. Another thing is the 'J-Brake' signs to let the big trucks and coal trucks that come through town to not use their 'J-brakes' while inside town limits. Stacy said we got them in about a year ago. Doris said they had the approval from the state to put them up. Mike thought they had already been put up but will get them up as soon as possible.

Doris then called Mr. Bruner. He got the judgment back from the judge in the Town of Lynnville vs Russ case. Town of Lynnville vs Caudill will be going to court on the 15th. Sherry said there have been at least 2 more complaints about Caudill from neighbors. Mr. Bruner asked Doris to get some more pictures of Caudill's property to document the current state of the property. Mr. Bruner has asked if the property has gotten worse in last couple weeks and both Doris and Sherry said yes. Sherry said his neighbor has been feeding and giving his animals because he has not been taking care of them. Sarah then told the Board, last week the neighbor that has been feeding the animals went to feed them when the pit bull's chain wrapped around her leg which made her fall. She broke her wrist, got scraped up and bruised during the fall. Ambulance had to be called.

Stacy said she gave Lynnville Volunteer Fire Department paint schemes based of the other truck to be approved. These samples are for the new truck which should look exactly like the older pump and engine. We just need to let everyone know these are right and ready to go.

Stacy's next item is the Town Yard Sale. It is ready to go for April 28th. Julie Merkle and Dakota Marks are in charge of it. They would also like to make it an annual event for the forth Saturday of April every year. They have created maps and charging \$5 to be put on the maps for address within town. There will be a second page with address of people living outside of town to be listed. Also Lynnville Organizations who want to have food to raise money for various causes can also pay \$5 and be put on the map. The township is looking to offset the cost signs and renting a port-a-pot. Stacy has contacted Custom Signs to have signs to put around town. The signs are \$12.50 each and they could have them ready in about a week. Stacy wanted to know if the Board would approve ordering 10 signs. The signs have the date on them but Custom Signs assured her they can numbers placed on them so the date can be changed each year. Stacy also contacted Nix Sanitation and Port-a-Pots are \$65 each for the weekend so to rent 2 would be \$130. They only rent for weekends not daily. They would set them up on Friday and pick them up on Monday. Eric made a motion to approve Stacy to order the signs and port-a-pots for the Town Yard Sale. Doris second the motion. All voted aye. Motion carries.

Stacy received an email from Texas Roadhouse. They do vouchers for filling Easter Eggs for kids. Stacy requested 50 vouchers to put in eggs for the Community Easter Egg Hunt or just to pass out. She has not heard back from them yet but will reach out this week to see what they say.

Stacy would also like to get the small flags along Main St. back up. They had to take the hardware down because most of it was broken or bent. The hardware needs to be purchased and the flags need to be checked. Eric was thinking the flag or at least some of them were okay. Stacy said she will call Custom Signs to find out about getting the hardware since this is where the original purchased flags.

Stacy said they received the job description to replace Mike when he retires. She would like to put the job listing on INDEED.COM, an online head hunter site along with posting it in the news paper. Eric said before Mike's position gets advertised it should be offered to Gary Holder. He thinks it should be offered 'in-house' before advertising it publicly. Both Doris and Stacy thought this was a good idea. Doris will call Gary in the morning and let the other Board members know what he says.

Eric scheduled the pan fishing tournament he runs Saturday, May 19th 2018. He wanted to get it on the books before the weekend gets booked for something else.

Doris has the Community Easter Egg Hunt signs to put up and 250 fliers to be passed out and given to the Elementary School to send home with the students. If anyone wants to donate candy let them know they can bring it to Town Hall. Doris will be taking the eggs to the high school to be filled next week so they will all be done early.

Doris also asked Sherry if there was money in the budget to get Missy flowers for the pots along Main St. Sherry said Missy spent less than \$200 last years for all the flowers she put up and down Main St and there is money in the budget. Doris said she would call Missy to let her know.

Doris brought up in other towns they have people sponsor poles. They get their family name on them and they donate for the flags or signs. Stacy brought up we might even be able to do something like this for the flower pots also. Doris said she would look into this and let everyone know what she finds out.

Doris said she called Doug Wilcox about specifications on purchases. The equipment/clothing we discussed in last meeting was for a new person. He said he would put more information on the purchase orders in the future. They also asked if there was anywhere at the park they could put an old engine truck. They wanted to keep. It needs to be kept indoors. Eric said he doesn't know where they would put it. Can't think of anyplace we would have room to keep it.

Doris called the prosecutor's office to have some of the kids or adults needing community service hours to fill bags of sand at the park. They said they would be delighted. Doris also contacted the high school to see if there were any groups who would also fill sand bags. Doris also mentioned keeping some sand for winter weather to put on the roads

There being no further business, Eric made a motion to adjourn the meeting. Stacy seconded the motion. All voted aye. Motion carried.

LYNNVILLE TOWN COUNCIL

Doris Horn
President

Doug Yount
Member

Member

ATTEST: Sherida Jones Clerk-Treasurer.

March 6, 2018

- 1 Sarah Holley
- 2 MIKE KEDUCER
- 3 LOVE Patel
- 4 Dianna Harris
- 5 ~~Kelly Green~~
- 6 ~~JK Schuler~~
- 7 JK Schuler
- 8
- 9
- 10

Receipt

No. 257694

Date 2/27/18 '19

\$ 150.00

RECEIVED FROM Transit Authority

one hundred fifty dollars DOLLARS

FOR RENT
 FOR Repairing three lanes due to pregnancy

FROM _____ TO _____

ACCOUNT	
PAYMENT	<u>150.00</u>
BALANCE DUE	<u> </u>

- cash
- check
- money order

BY Don Wagner

DC 1182

Labor For Feb 2018

DATE:	2/1/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Mike is pumping sludge and doing the weekly tests, CBOD, pH, Water Chlorine, Sedibility, TSS, etc.
4	Re set stop sign at Third and Church St.
5	Eight Locates
6	Seven water re reads
7	Took bucket of rock to 2nd and Fourth.
8	Checked the report of a water leak at Deer Lane and Hwy 68. It is ground water.
9	Checked the report of a water leak at Aigners on Hwy 68. Still looks like ground water
DATE:	2/2/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
DATE:	2/3/2018
1	Weekend Tests (Mike)
DATE:	2/4/2018
1	Weekend Tests (Mike)
DATE:	2/5/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Met with Bunner about the tap on the S/W corner of hwy 61 and Hwy 68
4	Met with customer 245 Old Petersburg Rd. She has had larger than usual water usage. Checked the meter and it shows no leaks. I believe she has a leaking commode.
DATE:	2/6/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters.
4	Met with Eric Parsley, Doris, and Stacey from 4:00 PM till 5:30 PM reviewing the WWTP proposed plans.
5	WWTP called. PLC alarm. Pump kicked out. Decant pump for the west SBR. Mike stayed till 7:00 to run the water levels down
DATE:	2/7/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/8/2018
1	Typical tests and observations.

Labor For Feb 2018

2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/9/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/10/2018
1	Weekend Tests (Gary)
DATE:	2/11/2018
1	Weekend Tests (Gary)
DATE:	2/12/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/13/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/14/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/15/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/16/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
4	MIKE received a call from a customer on HWY 68. He is out of town and was having a neighbor check his house. The neighbor reported to him his yard was full of water and he had no water pressure in his house. Mike responded at approx 7:30 PM. The meter was off and there appeared to be no leak. as I was driving back to my house I called to inform him of my inspection. He said that he wanted the water turned on. His kids were going to stay in the house over the weekend. I went back and turned the water on.
DATE:	2/17/2018
1	Weekend Tests (Mike)

Labor For Feb 2018

DATE:	2/18/2018
1	PLC board called due to high water
2	Weekend Tests (Mike)
DATE:	2/19/2018
1	Typical tests and observations.
2	Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	High water flow
DATE:	2/20/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
4	Mike/Gary removed the holiday banners from Main St.
5	Mike responded to a PLC high water alarm. 9:00 to 10:45
DATE:	2/21/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
4	High water flow
5	Three locates
6	One final reading
7	One clarification of a reading for the Town Hall
DATE:	2/22/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
4	High water flow. Mike responded to a PLC error of high water. 1:10 to 6:15. Mike went home to sleep and returned at 11:30 to 3:30
DATE:	2/23/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
4	Two locates
5	Finished the bills.
6	Collected the quarters and delivered them to the Town Hall
7	Up dated the paperwork for March
DATE:	2/24/2018
1	Weekend Tests (Gary)
2	High water alarm. Mike called in at 9:30AM to 2:30PM then at 6:00PM to 4:00AM
DATE:	2/25/2018
1	Weekend Tests (Gary)

Labor For Feb 2018

DATE:	2/26/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
4	Did Three locates
DATE:	2/27/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Reading meters. As possible due to weather
DATE:	2/28/2018
1	Typical tests and observations.
2	Mike/Gary checked lift stations and checked chlorine levels in the distribution system. Flushing hydrants to bring in fresh water.
3	Finished reading meters.

Meter Readings

Proposal: Would like meters to be read from the 19th -25th of each month, having both meter books returned to the Town Hall no later than the 26th of each month. This will make a more consistent bill for the residents and give the Utility Clerk enough time each month to enter readings, run reports, print bills and send bills to residents. The "reading meter" entries on "Daily Work Description" for last 6 months provided by the the Water/Sewer Department indicates it takes 3-5 days to read all the meters. The proposed time for reading meters is 7 days which gives extra time for weekends, weather and emergencies that may come up. Since the dates of November and December fall near holidays the meter reading dates could be November 18th -26th and December 17th -26th. We have had many complaints in the Town Hall concerning water bills are very inconsistent with their charges. The bills need to be in the mail no later than the last day of each month. If the Utility Clerk has the books by the 26th this should give her enough time to do all reports and get the bills out by the deadline without putting extra hours.

LYNNVILLE UTILITIES
ADJUSTMENT FORM

NAME: Bernie's Mkt (Gary Patel)

DATE: 02-06-18

ACCOUNT # 1102001

Water or Wastewater (Circle One) 1580.35

Reason for Adjustment:

major leak - Can we get
the wastewater adjusted

2/27/18 - Spoke w/
Gary's wife. They
found a leak on bottom
of a pipe in basement.
They have fixed this leak
but would like to turn water
back on to make
sure there is
no more leaks

Amount of Adjustment requested: 845.91

Amount of Adjustment approved: _____

Board Signatures:

Doris Hoan
[Signature]
[Signature]

Date approved: 3-6-18

3 | 127.33
42.44 average
888.135
- 42.44
845.91

845.91
- 88.84
757.07

TOWN OF LYNNVILLE UTILITIES
P.O. BOX 99
LYNNVILLE, INDIANA 47619

Service Location		
Customer Number	Billing Date	
11020 01	01/30/18	
Previous Reading	Current Reading	Consumption
From 12/20/17	To 01/29/18	40 Days
132700	217100	84400
Service	Tax	Charge
WATER	45.27	646.73
WASTEWATER		888.35

RETURN SERVICE REQUESTED

YZAB

02/02/2018

Enclose this stub with payment

Billing Date 01/30/18 Customer Number 11020 01

Water Wastewater

1692.00 888.35

ZIP 47619

Due Date	Amount Due After Due Date	Amount Due Before Due Date
02/10/18	\$1,688.80	\$1,580.35

COUNCIL MTG. 02-06-18 6 P..M.
COUNCIL MTG 02-20-18 6 P.M.

BERNIE'S MARKET
GARY PATEL
232 MAIN STREET
LYNNVILLE IN 47619

Due Date	Amount Due After Due Date	Amount Due Before Due Date
02/10/18	\$1,688.80	\$1,580.35



0217100

Date	Check #	\$	
12/5/17	3084	\$23,750.00	- Commonwealth
11/21/17	3067	\$51,750.00	Commonwealth
10/3/17	3043	\$ 9,500.00	"
9/9/17	3037	\$ 19,000.00	"
8/2/17	2999	\$ 4,750.00	"
7/4/17	2931	\$ 66.10	"
3/7/17	2910	716.31	"
		<u>109,532.41</u>	

need to pull 51,750.00 out of bank for pmt
made 11-21-17

need to pull 23,750.00 out of bank for
pmt made 12/5/17

need to pull 31,350.00 out of bank to
pay invoice from
1/30/18

total needed

