

Board of Public Utilities

Regular Meeting Agenda

Monday, September 24, 2012
4:00 p.m., DPW Conference Room, 1199 8th Avenue



City of South Haven

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Acceptance of Minutes for the Record – July 30, 2012
5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

REPORTS

6. **Cost of Energy from Indiana-Michigan Power Company (AEP)**
 - A. 2012 Billings – All Charges
 - B. 2011 Billings – All Charges
7. **Financial Reports**
 - A. **August**
 1. Water Fund CuFt Comparisons
 2. Water Fund Financial Statement
 3. Sewer Fund Financial Statement
 4. Electric Fund KWH Comparisons
 5. Electric Fund Financial Statement
 - B. **Year-End (June UNAUDITED)**
 1. Water Fund Financial Statement
 2. Sewer Fund Financial Statement
 3. Electric Fund Financial Statement
8. **Indian Grove Infrastructure Project**
 - A. Sewer Study Progress Report
 - B. Metering Plan
 - C. PowerPoint Presentation (June 25, 2012 BPU Meeting)

9. Unresolved Issues Report

NEW BUSINESS

10. Board will be presented information on tree trimming by City Arborist Aaron Priebe.

11. Next meeting is scheduled for Monday, October 29, 2012 at 4:00 pm in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.

12. Director's Comments

13. Board Member Comments

14. Adjourn

RESPECTFULLY SUBMITTED,

Roger Huff, P.E.
Public Works Director

South Haven Department of Public Works is Barrier-free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0750.

DRAFT

Board of Public Utilities

Regular Meeting Minutes

Monday, July 30, 2012

4:00 p.m., DPW Conference Room, 1199 8th Avenue



City of South Haven

1. Call to Order by Chairperson Stickland at 4:02 p.m.

2. Roll Call

Present: Burr, Winkel, Stickland

Absent: Berry, Henry, Overhiser, Rose, Stein

3. Approval of Agenda

Moved by Burr to approve the agenda. Seconded by Winkel.

Voted Yes: All. Motion carried.

4. Acceptance of Minutes for the Record – June 25, 2012

Moved by Burr to accept the minutes of June 25, 2012 as presented. Seconded by Winkel.

Voted Yes: All. Motion carried.

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

Randy Locker & Rick Shine spoke to the board regarding electrical service at 10420 M-140 Hwy. Mr. Shine presented and reviewed a timeline of events regarding the request to change the electrical service at this address from one meter at the pole but would like to have 5 meters put on the building. Upon review of the service, City staff informed the owner that the transformers would need to be replaced. Mr. Shine and Mr. Locker were questioning the series of events, the total cost of the replacement and the amount that the owner would be responsible for. It was explained that the City would pay for the material costs associated with the replacement of the transformers. Roger Huff informed the board that the City would also be willing to pay the labor costs associated with replacing the transformers. Staff will recalculate the material and labor costs and re-invoice the customer.

REPORTS

6. Cost of Energy from Indiana-Michigan Power Company (AEP)

A. 2012 Billings – All Charges

B. 2011 Billings – All Charges

The board reviewed the cost of energy reports. It was noted that a \$348,000 credit was applied which makes it appear that the costs are much less than normal.

Staff has reviewed the new rates from AEP and found that the rates for energy and demand have gone down therefore, no changes are needed to the rate structure.

7. Financial Reports

- A. Water Fund CuFt Comparisons
- B. Water Fund Financial Statement
- C. Sewer Fund Financial Statement
- D. Electric Fund KWH Comparisons
- E. Electric Fund Financial Statement

Finance Director Hochstedler was not available, but the board briefly reviewed the financial reports provided. A few items were noted. It was noted that water usage was down from 2010 to 2011 due to the wet summer but that usage is up for 2012 because it has been so dry. Stickland questioned why they budgeted to spend \$20,000 in the capital outlay but spent \$180,000.

8. Indian Grove Infrastructure Project

- A. Sewer Study Progress Report

The board reviewed a monthly status report from Abonmarche regarding the Sewer Study. Mr. Huff stated that staff and Abonmarche meet with the DEQ and noted that the meeting went well. The project is on target.

9. Unresolved Issues Report

Mr. Huff reviewed updates to the unresolved issues report.

- No response has been received from the MMEA on gathering policies regarding meter tampering. City staff is now working on gathering those policies.
- Staff is still working on scheduling a meeting AEP regarding the March 7th outages.
- The board asked staff to continue to work on getting information out to contractors regarding meter tampering. The main focus should be on getting something together for the City and make sure it is working, then ask the townships to implement.

10. Electric Outage Report, 2nd Quarter 2012

The board reviewed the information provided regarding the number of tree caused outages between 1991-2011 broken down by municipality. It was noted that there appears to be a correlation between the year the tree ordinance was enacted and an increase in the number of tree caused outages within the City.

NEW BUSINESS

11. Board will consider a written request from Mikkel Hansen concerning the utility bill meter tampering charge.

- A. Original Request
- B. Transcribed Request

Mr. Huff stated that he has spoken with Mr. Hansen several times. Since Mr. Hansen cannot be present for the meeting, he has submitted a letter to the board in writing. The City has no idea who tampered with the meter. The board discussed options for sealing the water meters to prevent tampering from occurring. Staff will provide a recommendation for sealing and for updating the tampering fee during an upcoming meeting.

Moved by Burr to waive the \$250 tampering fee for Mr. Hansen. Seconded by Winkel.

Voted Yes: All. Motion carried.

12. Board will be requested to review the hydrant meter sales policy.

The current policy allows for a \$50.00 fee for installing a hydrant meter. The City Manager has requested that any rate adjustments be done with the next round of rate amendments. Staff now provides Covert with information when a hydrant meter will be going into their jurisdiction. Staff suggested that requests for hydrant meters for Covert Township go through Covert Township before coming to the City. Staff is gathering information on policies for hydrant meter sales from other jurisdictions.

13. Next meeting is scheduled for Monday, August 27, 2012 at 4:00 pm in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.

14. Director's Comments

5-year Electrical Plan – Conklin and GRP are working on the smart meter proposals. GRP is doing the design for Meijer and will be doing the 5-year plan update but we have not received a proposal from them yet. There is some information that will be needed regarding the freezer storage development before the plan can be done.

15. Board Member Comments

Burr: No comments.
Winkel: Still learning about the board.
Stickland: No comments.

16. Adjourn

Moved by Burr to adjourn. Seconded by Winkel.

Voted Yes: All. Motion carried. Meeting adjourned at 5:24 p.m.

RESPECTFULLY SUBMITTED,



Amanda Morgan
City Clerk

CITY OF SOUTH HAVEN
 Cost of Electric Energy from Indiana-Michigan Power Company (AEP)
2012

Date	ACTUAL				BILLING			COST				PJM Open Access Transmission Tariff						Total Cost	cts/ KWHR	
	KW Demand	KVAR Demand	KVA	Power Factor	KW Demand	KVAR Demand	KWHR	\$ KW Demand	\$ KWHR	\$ Fuel Charge	\$ Fuel Adjust	Actual Fuel True-up	SCADA \$ KWHR	\$ Network	RTO Start-up \$	Other	Credits			Total PJM
Main	11,992	1,726	12,116	0.9898	11,992	1,726	7,258,601	\$175,538.81	\$88,450.41											
Welder	309	328	451	0.6861	309	328	153,255	\$4,526.07	\$1,867.50											
Phoenix	7,708	874	7,757	0.9936	7,707	874	4,477,882	\$112,822.34	\$54,565.67											
Welder	38	62	73	0.5264	38	62	23,707	\$559.17	\$288.88											
Jan-12	20,047	2,990	20,269	0.9891	20,047	2,990	11,913,444	\$293,446.39	\$145,172.46	\$195,737.44	(\$1,504.66)	\$18,840.08	\$1,130.95	\$81,705.56	\$274.86	\$7,764.31	(\$1,605.84)	\$89,269.84	\$740,961.55	6.220
Main	11,246	1,489	11,344	0.9913	11,246	1,489	6,660,702	\$164,619.02	\$81,164.65											
Welder	356	420	550	0.6466	356	420	170,777	\$5,208.20	\$2,081.02											
Phoenix	7,083	787	7,127	0.9939	7,083	787	4,106,471	\$103,685.35	\$50,039.81											
Welder	10	30	31	0.3085	10	30	6,689	\$140.52	\$81.51											
Feb-12	18,695	2,726	18,892	0.9895	18,695	2,726	10,944,640	\$273,653.09	\$133,367.00	\$179,820.02	(\$35,803.12)	(\$36,698.09)	\$1,038.98	\$76,434.23	\$257.13	\$7,764.54	(\$1,303.19)	\$84,191.69	\$598,530.59	5.469
Main	11,229	2,433	11,490	0.9773	11,229	2,433	6,659,854	\$164,369.52	\$81,154.32											
Welder	245	291	380	0.6442	245	291	180,979	\$3,581.92	\$2,205.34											
Phoenix	7,798	2,001	8,050	0.9686	7,798	2,001	4,202,080	\$114,142.73	\$51,204.86											
Welder	11	34	36	0.2995	11	34	7,398	\$158.09	\$90.15											
Mar-12	19,282	4,759	19,861	0.9709	19,282	4,759	11,050,311	\$282,252.26	\$134,654.67	\$181,556.19	(\$16,811.90)	\$3,379.59	\$1,049.01	\$81,705.56	\$274.86	\$7,768.31	(\$1,217.13)	\$89,580.61	\$674,611.42	6.105
Main	10,627	1,593	10,746	0.9890	10,627	1,593	6,305,565	\$155,559.49	\$76,837.09											
Welder	332	293	443	0.7501	332	293	147,837	\$4,859.82	\$1,801.48											
Phoenix	6,679	902	6,739	0.9910	6,679	902	3,935,313	\$97,765.55	\$47,954.14											
Welder	9	32	34	0.2802	9	32	7,231	\$137.60	\$88.11											
Apr-12	17,647	2,820	17,871	0.9875	17,647	2,820	10,395,945	\$258,322.45	\$126,680.83	\$170,804.99	(\$14,733.10)	\$40,292.41	\$986.89	\$79,069.90	\$265.99	\$8,032.02	(\$1,177.43)	\$87,177.37	\$668,544.95	6.431
Main	14,868	3,529	15,281	0.9730	14,868	3,529	6,982,457	\$217,637.42	\$85,085.43											
Welder	9	22	23	0.3633	9	22	161,210	\$124.42	\$1,964.44											
Phoenix	11,010	3,754	11,633	0.9465	11,010	3,754	4,593,576	\$161,166.94	\$55,975.48											
Welder	9	23	25	0.3638	9	23	7,021	\$133.21	\$85.56											
May-12	25,896	7,328	26,913	0.9622	25,896	7,328	11,744,265	\$379,061.99	\$143,110.91	\$192,957.82	\$12,775.38	\$48,832.40	\$1,114.88	\$81,705.56	\$274.86	\$7,731.13	(\$1,641.24)	\$89,185.19	\$865,923.69	7.373
Main	16,941	5,210	17,724	0.9558	16,941	5,210	7,846,934	\$238,261.81	\$95,175.47											
Welder	295	108	314	0.9388	295	108	153,300	\$4,148.88	\$1,859.38											
Phoenix	12,351	4,745	13,231	0.9335	12,351	4,745	5,260,728	\$173,700.24	\$63,807.37											
Welder	9	24	25	0.3571	9	24	6,972	\$127.98	\$84.56											
Jun-12	29,596	10,087	31,268	0.9465	29,596	10,087	13,267,935	\$416,238.92	\$160,926.78	\$201,108.72	\$48,449.19	(\$309,170.24)	\$1,259.53	\$79,069.90	\$265.99	\$9,839.06	(\$1,359.24)	\$89,075.24	\$606,628.61	4.572
Main	20,496	6,532	21,512	0.9528	20,496	6,532	10,295,162	\$288,255.60	\$124,870.02											
Welder	8	22	23	0.3253	8	22	128,982	\$105.48	\$1,564.42											
Phoenix	15,340	6,482	16,653	0.9212	15,340	6,482	7,035,099	\$215,745.84	\$85,328.72											
Welder	9	19	21	0.4242	9	19	6,927	\$125.17	\$84.01											
Jul-12	35,853	13,054	38,155	0.9396	35,853	13,054	17,466,170	\$504,232.09	\$211,847.17	\$264,743.47	(\$19,193.57)	(\$40,623.32)	\$1,161.37	\$78,298.01	\$274.86	\$10,546.62	(\$1,585.43)	\$88,695.43	\$1,009,701.27	5.781
Main	18,275	5,807	19,175	0.9530	18,275	5,807	8,491,292	\$257,020.09	\$102,990.88											
Welder	396	292	492	0.8050	396	292	177,889	\$5,572.16	\$2,157.62											
Phoenix	13,609	5,565	14,703	0.9256	13,609	5,565	5,682,143	\$191,397.47	\$68,918.72											
Welder	9	22	23	0.3831	9	22	7,129	\$126.58	\$86.46											
Aug-12	32,289	11,686	34,339	0.9403	32,289	11,686	14,358,453	\$454,116.29	\$174,153.68	\$217,638.25	(\$35,392.15)	(\$81,153.32)	\$954.73	\$78,298.01	\$274.86	\$11,047.37	(\$1,692.02)	\$88,882.95	\$818,245.70	5.699

CITY OF SOUTH HAVEN
WATER FUND
CuFt COMPARISONS
ROLLING TWELVE MONTHS

		GALLONS PUMPED TO MAINS	CuFt PUMPED TO MAINS	CuFt PLANT TAP UNBILLED	CuFt WATER QUALITY FLUSHING	CuFt BILLED	PERCENTAGE BILLED PLUS PLANT TAP TO PUMPED TO MAINS (ROLLING 12 MOS)	PERCENTAGE BILLED PLUS PLANT TAP TO PUMPED TO MAINS CURRENT MONTH
FISCAL 2010								
July	2009	78,939,000	10,553,342	75,668	20,143	7,640,021	85.93%	73.11%
August	2009	72,869,000	9,741,845	68,725	10,738	9,157,899	85.95%	94.71%
September	2009	53,486,000	7,150,535	66,779	26,125	8,338,575	85.02%	117.55%
October	2009	34,137,000	4,563,770	46,215	18,305	5,202,372	85.62%	115.01%
November	2009	29,191,000	3,902,540	50,692	0	3,304,098	85.91%	85.96%
December	2009	28,613,000	3,825,267	52,385	12,411	3,223,884	85.97%	85.65%
January	2010	29,100,000	3,890,374	59,993	41,792	3,134,450	86.37%	82.11%
February	2010	26,835,000	3,587,567	58,594	97,286	2,921,327	86.54%	83.06%
March	2010	29,220,000	3,906,417	58,595	5,348	3,191,192	88.20%	83.19%
April	2010	32,761,000	4,379,813	69,897	7,888	3,372,363	89.19%	78.59%
May	2010	45,315,000	6,058,155	68,444	6,684	4,408,986	89.16%	72.78%
June	2010	47,720,000	6,379,679	71,558	0	5,802,959	89.33%	90.96%
		<u>508,186,000</u>	<u>67,939,305</u>	<u>747,545</u>	<u>246,719</u>	<u>59,698,126</u>		
FISCAL 2011								
July	2010	71,789,000	9,597,460	76,067	26,738	7,160,179	89.90%	75.40%
August	2010	70,411,000	9,413,235	79,151	17,647	8,560,179	89.47%	91.78%
September	2010	53,052,000	7,092,513	82,706	246,830	7,497,785	88.65%	106.88%
October	2010	40,104,000	5,361,497	75,128	213,904	5,242,069	87.99%	99.17%
November	2010	30,513,000	4,079,278	82,706	213,904	3,856,631	88.94%	96.57%
December	2010	34,709,000	4,640,241	76,248	213,904	3,452,281	88.54%	76.04%
January	2011	32,649,000	4,364,840	70,210	213,904	3,232,165	88.34%	75.66%
February	2011	33,847,000	4,525,000	66,376	213,904	3,209,045	87.74%	72.38%
March	2011	35,054,000	4,686,364	74,020	213,904	3,124,071	87.00%	68.24%
April	2011	30,789,000	4,116,176	76,855	213,904	2,952,560	87.03%	73.60%
May	2011	42,942,000	5,740,909	54,069	202,504	3,571,271	86.49%	62.21%
June	2011	54,884,000	7,337,433	77,139	119,736	5,758,969	85.43%	78.49%
		<u>530,743,000</u>	<u>70,954,947</u>	<u>890,676</u>	<u>2,110,782</u>	<u>57,617,205</u>		
FISCAL 2012								
July	2011	68,313,000	9,132,754	0	190,312	7,441,256	85.55%	81.48%
August	2011	59,907,000	8,008,957	103,610	244,928	7,402,180	84.90%	93.72%
September	2011	50,823,000	6,794,519	19,658	231,936	6,658,175	85.02%	98.28%
October	2011	38,457,000	5,141,310	23,888	231,936	4,862,072	85.07%	95.03%
November	2011	30,875,000	4,127,674	4,273	231,936	3,573,435	85.44%	86.68%
December	2011	30,441,000	4,069,652	17,174	231,936	3,191,493	85.57%	78.84%
January	2012	32,467,000	4,340,508	14,319	68,972	3,074,589	85.44%	71.16%
February	2012	29,495,000	3,943,182	23,262	68,972	3,219,167	85.84%	82.23%
March	2012	30,150,000	4,030,749	38,320	65,764	3,450,952	86.13%	86.57%
April	2012	32,927,000	4,402,005	31,678	68,972	3,378,738	86.74%	77.47%
May	2012	50,646,000	6,770,856	37,087	78,956	4,537,251	86.12%	67.01%
June	2012	72,150,000	9,645,722	41,402	144,360	6,461,594	84.46%	66.99%
		<u>526,651,000</u>	<u>70,407,888</u>	<u>354,672</u>	<u>1,858,980</u>	<u>57,250,902</u>		
FISCAL 2013								
July	2012	97,223,000	12,997,727	42,043	149,172	9,601,173	81.95%	74.19%
August	2012	73,095,000	9,772,059	40,244	227,566	10,549,444	83.36%	108.37%
		<u>170,318,000</u>	<u>22,769,786</u>	<u>333,348</u>	<u>376,738</u>	<u>20,150,617</u>		
Prior Year-to-Date		128,220,000	9,132,754	103,610	435,240	14,843,436		
Two Years Prior		142,200,000	8,008,957	155,218	44,385	15,720,358		

City of South Haven
Water Fund - Fund 591
For the period ended August 31, 2012

compares
Col 6 & 7

<i>Revenues:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2012-13 Adpoted Budget</i>	<i>% of Budget</i>
Sales	\$ 394,344	\$ 279,051	\$ 284,858	\$ 115,294	\$ 109,486	\$ 779,296	\$ 558,101	\$ 578,267	\$ 221,195	\$ 201,029	\$ 3,348,607	140%
Charges for Service	7,249	5,833	3,440	1,416	3,809	11,517	11,667	6,681	(150)	4,836	70,000	99%
Interest Income	134	417	181	(282)	(47)	279	834	362	(555)	(83)	5,002	33%
Special Assessment Revenue	978	1,154	15,290	(176)	(14,312)	978	2,307	18,700	(1,329)	(17,722)	13,844	42%
Other Revenue	9,468	2,500	2,296	6,968	7,172	17,474	5,000	10,031	12,474	7,443	30,000	349%
Total Revenues	\$ 412,174	\$ 288,954	\$ 306,065	\$ 123,219	\$ 106,109	\$ 809,543	\$ 577,909	\$ 614,042	\$ 231,634	\$ 195,502	\$ 3,467,453	

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<i>Expenses:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2012-13 Adpoted Budget</i>	<i>% of Budget</i>
Operating Expenses	\$ 93,457	\$ 106,790	\$ 111,832	\$ (13,334)	\$ (18,375)	\$ 191,172	\$ 213,581	\$ 192,856	\$ (22,408)	\$ (1,684)	\$ 1,281,485	90%
Property Tax Equivalents	7,103	7,103	7,103	0	-	14,206	14,206	14,206	(0)	-	85,238	100%
Capital Outlay	-	20,417	2,304	(20,417)	(2,304)	-	40,833	2,369	(40,833)	(2,369)	245,000	0%
Debt Service	-	5,474	-	(5,474)	-	-	10,949	-	(10,949)	-	65,691	0%
Transfers Out	112,843	114,733	98,065	(1,890)	14,777	236,268	229,466	206,442	6,802	29,826	1,376,795	103%
Depreciation	47,917	47,917	16,307	-	31,610	95,833	95,833	32,614	-	63,219	575,000	100%
Administrative Expenses	29,471	17,158	28,352	12,313	1,119	43,249	34,316	42,828	8,933	421	205,897	126%
Total Expenses	\$ 290,790	\$ 319,592	\$ 263,964	\$ (28,802)	\$ 26,826	\$ 580,729	\$ 639,184	\$ 491,316	\$ (58,455)	\$ 89,413	\$ 3,835,106	

Net Fund Change	\$ 121,383	\$ (30,638)	\$ 42,101	\$ 152,021	\$ 79,283	\$ 228,814	\$ (61,276)	\$ 122,726	\$ 290,090	\$ 106,088	\$ (367,653)	
						\$ 324,648	no depr				\$ 207,347	no depr

City of South Haven
Sewer Fund - Fund 592
For the period ended August 31, 2012

compares
Col 6 & 7

<i>Revenues:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2012-13 Adpoted Budget</i>	<i>% of Budget</i>
Sales	\$ 207,975	\$ 180,119	\$ 192,600	\$ 27,857	\$ 15,375	\$ 415,743	\$ 360,237	\$ 389,133	\$ 55,506	\$ 26,609	\$ 2,161,423	115%
IPP Revenues	3,499	7,319	9,628	(3,820)	(6,130)	16,559	14,637	9,940	1,921	6,619	87,824	113%
Interest Income	45	625	1,035	(580)	(990)	1,655	1,250	1,072	405	584	7,500	132%
Special Assessment Revenue	1,385	1,423	20,386	(37)	(19,001)	1,385	2,845	26,646	(1,460)	(25,260)	17,071	49%
Other Revenue	215	292	100	(77)	115	28,866	583	2,454	28,283	26,412	3,500	4948%
Total Revenues	\$ 213,120	\$ 189,777	\$ 223,750	\$ 23,343	\$ (10,630)	\$ 464,208	\$ 379,553	\$ 429,245	\$ 84,655	\$ 34,964	\$ 2,277,318	

<i>Expenses</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2012-13 Adpoted Budget</i>	<i>% of Budget</i>
Operating Expenses	\$ 91,580	\$ 104,590	\$ 73,359	\$ (13,010)	\$ 18,221	\$ 187,094	\$ 209,180	\$ 125,193	\$ (22,085)	\$ 61,902	\$ 1,255,077	89%
Property Tax Equivalents	7,317	7,317	7,317	0	-	14,633	14,633	14,633	(0)	-	87,800	100%
Capital Outlay	-	21,717	6,966	(21,717)	(6,966)	-	43,433	7,034	(43,433)	(7,034)	260,600	0%
Transfers Out	1,360	20,542	9,345	(19,182)	(7,985)	1,360	41,083	15,515	(39,723)	(14,155)	246,500	3%
Depreciation	22,083	22,083	20,379	-	1,705	44,167	44,167	40,758	-	3,409	265,000	100%
Administrative Expenses	34,455	24,591	33,201	9,864	1,254	55,126	49,182	50,178	5,945	4,948	295,089	112%
Total Expenses	\$ 156,795	\$ 200,839	\$ 150,566	\$ (44,044)	\$ 6,229	\$ 302,381	\$ 401,678	\$ 253,310	\$ (99,297)	\$ 49,070	\$ 2,410,066	

Net Fund Change	\$ 56,325	\$ (11,062)	\$ 73,184	\$ 67,387	\$ (16,859)	\$ 161,828	\$ (22,125)	\$ 175,935	\$ 183,953	\$ (14,107)	\$ (132,748)	
						\$ 205,995	no depr				\$ 132,252	no depr

CITY OF SOUTH HAVEN
ELECTRIC FUND
KWH COMPARISONS
ROLLING TWELVE MONTHS

		KWH PURCHASED	KWH BILLED	KWH STREET LTS	STREET LTS 12 MO AVE.	TOTAL KWH BILLED AND STREET LTS	PERCENTAGE BILLED AND STREET LTS TO PURCHASED (ROLLING 12 MOS)	PERCENTAGE BILLED AND STREET LTS TO PURCHASED CURRENT MONTH
FISCAL 2010								
July	2009	12,389,873	12,357,337	36,659	48,993	12,393,996	96.01%	100.03%
August	2009	13,462,849	11,700,479	40,291	48,886	11,740,770	94.88%	87.21%
September	2009	11,004,137	11,863,780	46,615	48,907	11,910,395	95.21%	108.24%
October	2009	10,680,145	10,109,349	52,986	48,855	10,162,335	94.88%	95.15%
November	2009	10,212,003	8,933,607	57,051	49,015	8,990,658	94.78%	88.04%
December	2009	11,608,119	9,974,930	64,601	49,139	10,039,531	94.95%	86.49%
January	2010	11,621,521	11,465,048	59,614	49,050	11,524,662	95.50%	99.17%
February	2010	10,277,581	10,045,706	54,292	49,106	10,099,998	94.89%	98.27%
March	2010	10,530,705	9,668,123	53,233	49,185	9,721,356	94.82%	92.31%
April	2010	9,759,317	10,006,144	45,897	49,139	10,052,041	95.01%	103.00%
May	2010	11,100,098	9,158,723	42,230	49,194	9,200,953	94.39%	82.89%
June	2010	12,389,048	11,449,853	37,874	49,279	11,487,727	94.29%	92.72%
		<u>135,035,396</u>	<u>126,733,079</u>	<u>591,343</u>		<u>127,324,422</u>		
FISCAL 2011								
July	2010	16,257,328	13,438,394	37,192	49,323	13,475,586	92.44%	82.89%
August	2010	15,694,344	14,821,889	41,506	49,424	14,863,395	93.19%	94.71%
September	2010	11,066,633	12,074,098	47,613	49,507	12,121,711	93.30%	109.53%
October	2010	10,969,854	10,132,196	54,196	49,608	10,186,392	93.13%	92.86%
November	2010	10,510,315	10,391,582	61,923	50,014	10,453,505	93.96%	99.46%
December	2010	10,683,209	10,002,716	67,037	50,217	10,069,753	94.60%	94.26%
January	2011	11,953,507	11,068,303	64,924	50,660	11,133,227	94.10%	93.14%
February	2011	10,550,180	11,250,292	61,029	51,221	11,311,321	94.78%	107.21%
March	2011	11,124,090	9,519,380	57,044	51,539	9,576,424	94.28%	86.09%
April	2011	10,242,312	10,338,916	48,737	51,775	10,387,653	94.20%	101.42%
May	2011	11,028,132	9,957,130	44,762	51,986	10,001,892	94.81%	90.69%
June	2011	12,229,714	12,173,212	38,326	52,024	12,211,538	95.42%	99.85%
		<u>142,309,618</u>	<u>135,168,108</u>	<u>624,289</u>		<u>135,792,397</u>		
FISCAL 2012								
July	2011	15,964,582	12,755,514	37,013	52,009	12,792,527	95.31%	80.13%
August	2011	14,632,086	15,136,722	42,500	52,092	15,179,222	95.19%	103.74%
September	2011	11,307,801	12,319,850	47,553	52,087	12,367,403	95.87%	109.37%
October	2011	10,969,854	9,722,952	56,849	52,308	9,779,801	95.46%	89.15%
November	2011	10,739,972	10,221,480	61,585	52,280	10,283,065	95.52%	95.75%
December	2011	11,617,747	9,798,051	68,085	52,367	9,866,136	95.17%	84.92%
January	2012	11,913,417	11,146,773	65,812	52,441	11,212,585	94.66%	94.12%
February	2012	10,944,615	10,940,177	58,568	52,236	10,998,745	95.24%	100.49%
March	2012	11,050,285	10,825,582	58,568	52,363	10,884,150	95.14%	98.50%
April	2012	10,395,921	10,227,215	47,347	52,247	10,274,562	95.46%	98.83%
May	2012	11,744,237	10,681,872	44,415	52,218	10,726,287	95.09%	91.33%
June	2012	13,267,935	10,895,095	38,072	52,197	10,933,167	93.60%	82.40%
		<u>144,548,453</u>	<u>134,671,283</u>	<u>626,367</u>		<u>135,297,650</u>		
FISCAL 2013								
July	2012	17,466,170	14,702,549	38,276	52,303	14,740,825	93.26%	84.40%
August	2012	14,358,453	15,845,089	43,385	52,376	15,888,474	93.50%	110.66%
		<u>31,824,623</u>	<u>30,547,638</u>	<u>81,661</u>		<u>30,629,299</u>		
Prior Year-to-date		30,596,668	27,892,236	79,513		27,971,749		
Two Years Prior		31,951,672	28,260,283	78,698		28,338,981		

City of South Haven
Electric Fund - Fund 582
For the period ended August 31, 2012

compares
Col 6 & 7

Revenues:	Month Actual	Monthly Budget	Prior year MTD	MTD Variance to	MTD Variance to	YTD		Variance to Prior		2012-13	% of	
				Budget	Prior Year	Actual	YTD Budget	Prior YTD Actual	Year	Adpoted Budget		
Electric Sales	\$ 1,678,935	\$ 1,130,689	\$ 1,524,476	\$ 548,247	\$ 154,459	\$ 3,191,283	\$ 2,261,378	\$ 2,849,553	\$ 929,905	\$ 341,729	\$ 13,568,265	141%
Charges for Service	\$ 850	\$ 6,250	\$ 42,870	\$ (5,400)	\$ (42,020)	\$ 4,548	\$ 12,500	\$ 44,620	\$ (7,952)	\$ (40,073)	\$ 75,000	36%
Interest Income	\$ 830	\$ 2,500	\$ 20	\$ (1,670)	\$ 809	\$ 1,724	\$ 5,000	\$ 264	\$ (3,276)	\$ 1,460	\$ 30,000	34%
Other Revenue	\$ 4,519	\$ 2,083	\$ 9,866	\$ 2,436	\$ (5,347)	\$ 9,357	\$ 4,167	\$ 12,145	\$ 5,191	\$ (2,788)	\$ 25,000	225%
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Revenues	\$ 1,685,134	\$ 1,141,522	\$ 1,577,233	\$ 543,612	\$ 107,901	\$ 3,206,911	\$ 2,283,044	\$ 2,906,583	\$ 923,867	\$ 300,328	\$ 13,698,265	
	1	2	3	4	5	6	7	8	9	10	11	
Expenses	Month Actual	Monthly Budget	Prior year MTD	MTD Variance to	MTD Variance to	YTD		Variance to Prior		2012-13	% of	
				Budget	Prior Year	Actual	YTD Budget	Prior YTD Actual	Year	Adpoted Budget		
Purchased Power	\$ 818,246	\$ 796,250	\$ 940,250	\$ 21,996	\$ (122,005)	\$ 1,827,947	\$ 1,592,500	\$ 1,927,330	\$ 235,447	\$ (99,384)	\$ 9,555,000	115%
Other Operating Expenses	\$ 111,078	\$ 136,370	\$ 136,110	\$ (25,292)	\$ (25,032)	\$ 228,914	\$ 272,739	\$ 235,045	\$ (43,825)	\$ (6,131)	\$ 1,636,436	84%
Property Tax Equivalents	\$ 54,821	\$ 54,821	\$ 52,312	\$ -	\$ 2,508	\$ 109,642	\$ 109,642	\$ 104,625	\$ -	\$ 5,017	\$ 657,849	100%
Capital Outlay	\$ 1,233	\$ 26,500	\$ 9,269	\$ (25,267)	\$ (8,035)	\$ 7,531	\$ 53,000	\$ 12,531	\$ (45,469)	\$ (5,000)	\$ 318,000	14%
Transfers Out	\$ -	\$ 13,918	\$ -	\$ (13,918)	\$ -	\$ -	\$ 27,836	\$ -	\$ (27,836)	\$ -	\$ 167,018	0%
Depreciation	\$ 40,500	\$ 40,500	\$ 39,510	\$ -	\$ 990	\$ 81,000	\$ 81,000	\$ 79,021	\$ -	\$ 1,979	\$ 486,000	100%
Administrative Expenses	\$ 96,528	\$ 77,269	\$ 76,403	\$ 19,259	\$ 20,126	\$ 168,092	\$ 154,539	\$ 128,990	\$ 13,554	\$ 39,102	\$ 927,232	109%
Total Expenses	\$ 1,122,406	\$ 1,145,628	\$ 1,253,854	\$ (23,222)	\$ (131,448)	\$ 2,423,126	\$ 2,291,256	\$ 2,487,542	\$ 131,870	\$ (64,416)	\$ 13,747,535	
 Net Fund Change	 \$ 562,728	 \$ (4,106)	 \$ 323,379	 \$ 566,834	 \$ 239,349	 \$ 783,785	 \$ (8,212)	 \$ 419,041	 \$ 791,997	 \$ 364,745	 \$ (49,270)	

City of South Haven
Sewer Fund - Fund 592
For the period ended June 30, 2012 - UNAUDITED

compares
Col 6 & 7

<i>Revenues:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2011-12 Adpoted Budget</i>	<i>% of Budget</i>
Sales	\$ 259,379	\$ 181,716	\$ 185,136	\$ 77,664	\$ 74,243	\$ 2,094,234	\$ 2,180,587	\$ 1,974,217	\$ (86,353)	\$ 120,017	\$ 2,180,587	96%
IPP Revenues	1,509	6,608	833	(5,100)	675	80,372	79,300	80,993	1,072	(621)	79,300	101%
Interest Income	1,712	625	3,556	1,087	(1,844)	5,808	7,500	7,935	(1,692)	(2,127)	7,500	77%
Special Assessment Revenue	(84,311)	1,833	(78,687)	(86,144)	(5,624)	34,985	22,000	20,842	12,985	14,143	22,000	159%
Other Revenue	311	292	12,264	19	(11,954)	92,143	3,500	26,621	88,643	65,521	3,500	2633%
Total Revenues	\$ 178,599	\$ 191,074	\$ 123,103	\$ (12,474)	\$ 55,497	\$ 2,307,541	\$ 2,292,887	\$ 2,110,609	\$ 14,654	\$ 196,933	\$ 2,292,887	

<i>Expenses</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2011-12 Adpoted Budget</i>	<i>% of Budget</i>
Operating Expenses	\$ 200,307	\$ 110,832	\$ (39,376)	\$ 89,475	\$ 239,682	\$ 1,355,250	\$ 1,329,986	\$ 1,087,936	\$ 25,264	\$ 267,314	\$ 1,329,986	102%
Property Tax Equivalents	7,317	7,317	7,307	0	9	87,800	87,800	87,688	-	112	87,800	100%
Capital Outlay	431,254	39,882	(95,925)	391,372	527,179	454,017	478,583	(1,524)	(24,566)	455,541	478,583	95%
Transfers Out	(277,909)	20,542	227	(298,451)	(278,136)	269,210	246,500	268,182	22,710	1,028	246,500	109%
Depreciation	22,083	22,083	20,379	-	1,705	265,000	265,000	244,545	-	20,455	265,000	100%
Administrative Expenses	29,320	20,637	14,771	8,682	14,548	298,280	247,649	229,070	50,631	69,210	247,649	120%
Total Expenses	\$ 412,372	\$ 221,293	\$ (92,617)	\$ 191,078	\$ 504,988	\$ 2,729,557	\$ 2,655,518	\$ 1,915,896	\$ 74,039	\$ 813,660	\$ 2,655,518	

Net Fund Change	\$ (233,772)	\$ (30,219)	\$ 215,719	\$ (203,553)	\$ (449,491)	\$ (422,015)	\$ (362,631)	\$ 194,712	\$ (59,384)	\$ (616,727)	\$ (362,631)	
						\$ (157,015) no depr				\$ (97,631) no depr		

City of South Haven
Electric Fund - Fund 582
For the period ended June 30, 2012 - UNAUDITED

compares
Col 6 & 7

Revenues:	Month Actual	Monthly Budget	Prior year MTD	MTD Variance to	MTD Variance to	YTD		Variance to Prior		2011-12	% of	
				Budget	Prior Year	Actual	YTD Budget	Prior YTD Actual	Year	Adpoted Budget		
Electric Sales	\$ 1,262,067	\$ 1,130,689	\$ 966,936	\$ 131,378	\$ 295,131	\$ 13,640,040	\$ 13,568,265	\$ 13,394,789	\$ 71,775	\$ 245,251	\$ 13,568,265	101%
Charges for Service	\$ 22,267	\$ 8,333	\$ 34,377	\$ 13,934	\$ (12,110)	\$ 181,140	\$ 100,000	\$ 137,900	\$ 81,140	\$ 43,240	\$ 100,000	181%
Interest Income	\$ 3,846	\$ 2,917	\$ 30,994	\$ 930	\$ (27,147)	\$ 47,170	\$ 35,000	\$ 52,891	\$ 12,170	\$ (5,721)	\$ 35,000	135%
Other Revenue	\$ (10,672)	\$ 2,083	\$ (23,149)	\$ (12,756)	\$ 12,477	\$ 32,331	\$ 25,000	\$ 48,132	\$ 7,331	\$ (15,802)	\$ 25,000	129%
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Revenues	\$ 1,277,508	\$ 1,144,022	\$ 1,009,157	\$ 133,486	\$ 268,351	\$ 13,900,681	\$ 13,728,265	\$ 13,633,712	\$ 172,416	\$ 266,969	\$ 13,728,265	
	1	2	3	4	5	6	7	8	9	10	11	
Expenses	Month Actual	Monthly Budget	Prior year MTD	MTD Variance to	MTD Variance to	YTD		Variance to Prior		2011-12	% of	
				Budget	Prior Year	Actual	YTD Budget	Prior YTD Actual	Year	Adpoted Budget		
Purchased Power	\$ 606,629	\$ 758,333	\$ 871,567	\$ (151,705)	\$ (264,938)	\$ 9,086,858	\$ 9,100,000	\$ 9,043,775	\$ (13,142)	\$ 43,083	\$ 9,100,000	100%
Other Operating Expenses	\$ 178,857	\$ 143,527	\$ 47,327	\$ 35,330	\$ 131,530	\$ 1,936,950	\$ 1,722,326	\$ 1,568,076	\$ 214,624	\$ 368,874	\$ 1,722,326	112%
Property Tax Equivalents	\$ 52,312	\$ 52,312	\$ 51,167	\$ (0)	\$ 1,146	\$ 627,748	\$ 627,748	\$ 614,000	\$ -	\$ 13,748	\$ 627,748	100%
Capital Outlay	\$ 530,480	\$ 51,213	\$ (114,475)	\$ 479,267	\$ 644,954	\$ 1,059,956	\$ 614,558	\$ 51,226	\$ 445,398	\$ 1,008,729	\$ 614,558	172%
Transfers Out	\$ 13,688	\$ 14,759	\$ -	\$ (1,070)	\$ 13,688	\$ 167,456	\$ 177,102	\$ 186,237	\$ (9,646)	\$ (18,781)	\$ 177,102	95%
Depreciation	\$ 40,500	\$ 40,500	\$ 39,510	\$ -	\$ 990	\$ 486,000	\$ 486,000	\$ 474,124	\$ -	\$ 11,876	\$ 486,000	100%
Administrative Expenses	\$ 87,907	\$ 70,677	\$ 40,878	\$ 17,230	\$ 47,029	\$ 886,739	\$ 848,125	\$ 704,908	\$ 38,614	\$ 181,831	\$ 848,125	105%
Total Expenses	\$ 1,510,373	\$ 1,131,322	\$ 418,750	\$ 379,051	\$ 1,091,623	\$ 14,251,706	\$ 13,575,859	\$ 12,673,395	\$ 675,847	\$ 1,578,311	\$ 13,575,859	
 Net Fund Change	 \$ (232,865)	 \$ 12,701	 \$ 590,407	 \$ (245,565)	 \$ (823,272)	 \$ (351,026)	 \$ 152,406	 \$ 960,317	 \$ (503,432)	 \$ (1,311,342)	 \$ 152,406	

MEMORANDUM

DATE: September 18, 2012

TO: Brian Dissette, City of South Haven
Roger Huff, City of South Haven

FROM: Christopher J. Cook, PE

CC: Cindy Clendenon, MDEQ
Marcus Tironi, MDEQ
Timothy R. Drews, P.E., PTOE, Abonmarche
Tony McGhee, Abonmarche
Daniel A. Dombos, PE, Abonmarche

RE: City of South Haven – Sewer Study Progress Report

The following will summarize our progress to-date on the City of South Haven Sewer Study:

UTILITY MAPPING

This task has entailed compiling City record drawings, maps and field data into a comprehensive sanitary sewer system map with defined sewer districts. We have converted city GIS information into AutoCAD for presentation, modeling, field investigation and study purposes. Progress to-date has been good, and we estimate that we are 95% complete with this task. We have been using the map to determine the best general locations for field investigation and metering through discussions with City staff.

On July 6 preliminary system maps were sent to the City for review. Since then, the City has sent new information which has been imported into the drawing. We will send a map under separate cover.

Upcoming work for this task will include adding schematic layout of township sewers to identify input points into the City system. Final completion is not expected until after field work is complete but the maps are available for use in their current state at this time.



FIELD INVESTIGATION AND DATA REVIEW

Recently, we have been collecting information from the WWTP consisting primarily of Monthly Operating Reports (MORs). These reports quantify the total flows being delivered to the Plant on a daily basis. Additionally, we are reviewing available SCADA information from lift stations to break down where the flows are being generated.

We estimate that we are approximately 90% complete with this task.

Upcoming work for this task will include gathering historical data on water and sanitary system usage and information from the WWTP, Dave Mulac. We are developing a request for information to submit to Mr. Mulac to formally request information needed for the study. We will also conduct further investigation and data collection as issues arise.

COMPUTER MODELING AND FLOW MONITORING

This task includes flow meters at strategic locations in the system to be used for identifying infiltration and inflow districts, calibration of the sewer model. As the study has progressed, we have been able to better determine the optimal locations for flow monitoring. The attached plan identifies the latest decision on locations for metering.

Key locations have been determined for the monitoring exercise in addition to monitoring flow meters at each lift station. Three (3) meters remain deployed in the major interceptor areas through November 2012. Four (4) meters in sub-areas were placed through the month of May. Those four meters were relocated to other areas of the system in June (at the major township input points) to gather information through August. We will share the results of Phase 2 of the metering when available. We have now relocated those meters to the Phase 3 locations, which should be the final metering exercise. A map identifying the metering locations will be provided under separate cover.

Upcoming work includes monitoring the next round of flow meter information. At this time, we are roughly 2/3 complete with the task of metering and computer modeling has been setup with preliminary data.

SMOKE TESTING

We completed smoke testing of several key areas in the south-central portion of the City in June and presented the results to the BPU on June 25. A copy of the presentation



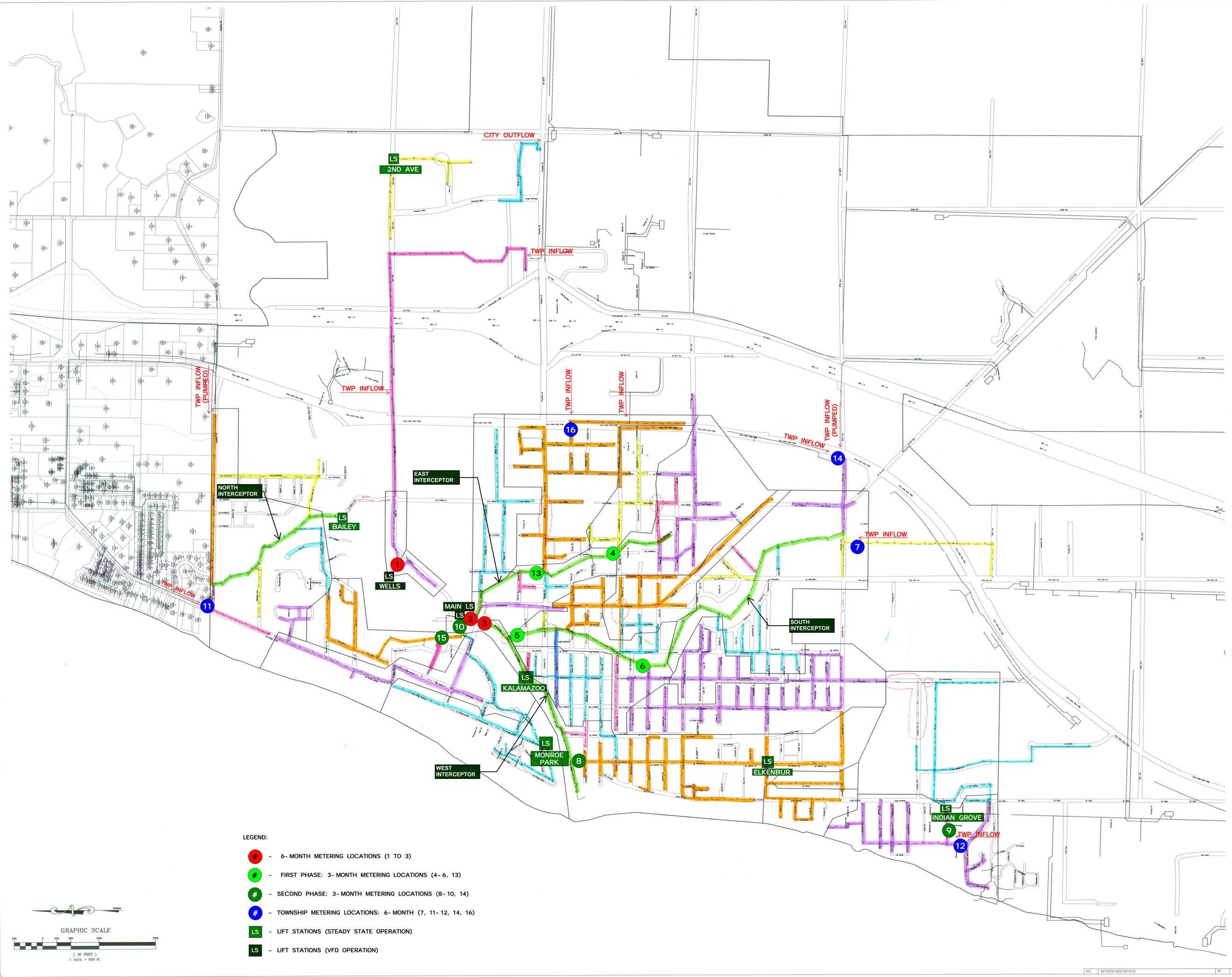
is attached for your reference. Additional smoke testing is expected following Phase 3 metering. At this point we are roughly 60% complete with smoke testing.

SEWER TELEVISIONING

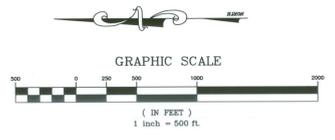
No progress to date as this work will be determined based upon the flow monitoring and smoke testing.

SRF PROJECT PLAN

We continue to work on the sections of the Plan that we can address, before all of the data is received. We are roughly 30% complete with this task with the bulk of work expected to be completed this winter.



- LEGEND:**
- - 6- MONTH METERING LOCATIONS (1 TO 3)
 - - FIRST PHASE: 3- MONTH METERING LOCATIONS (4- 6, 13)
 - - SECOND PHASE: 3- MONTH METERING LOCATIONS (8- 10, 14)
 - - TOWNSHIP METERING LOCATIONS: 6- MONTH (7, 11- 12, 14, 16)
 - LS - LIFT STATIONS (STEADY STATE OPERATION)
 - LS - LIFT STATIONS (VFD OPERATION)



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 September 24, 2012
 BPU Regular Meeting Agenda
 Agenda Page 19



Engineering
Architecture
Land Surveying
Marina/Waterfront
Community Planning
Landscape Architecture
Development Services

South Haven S2 Grant Progress Report

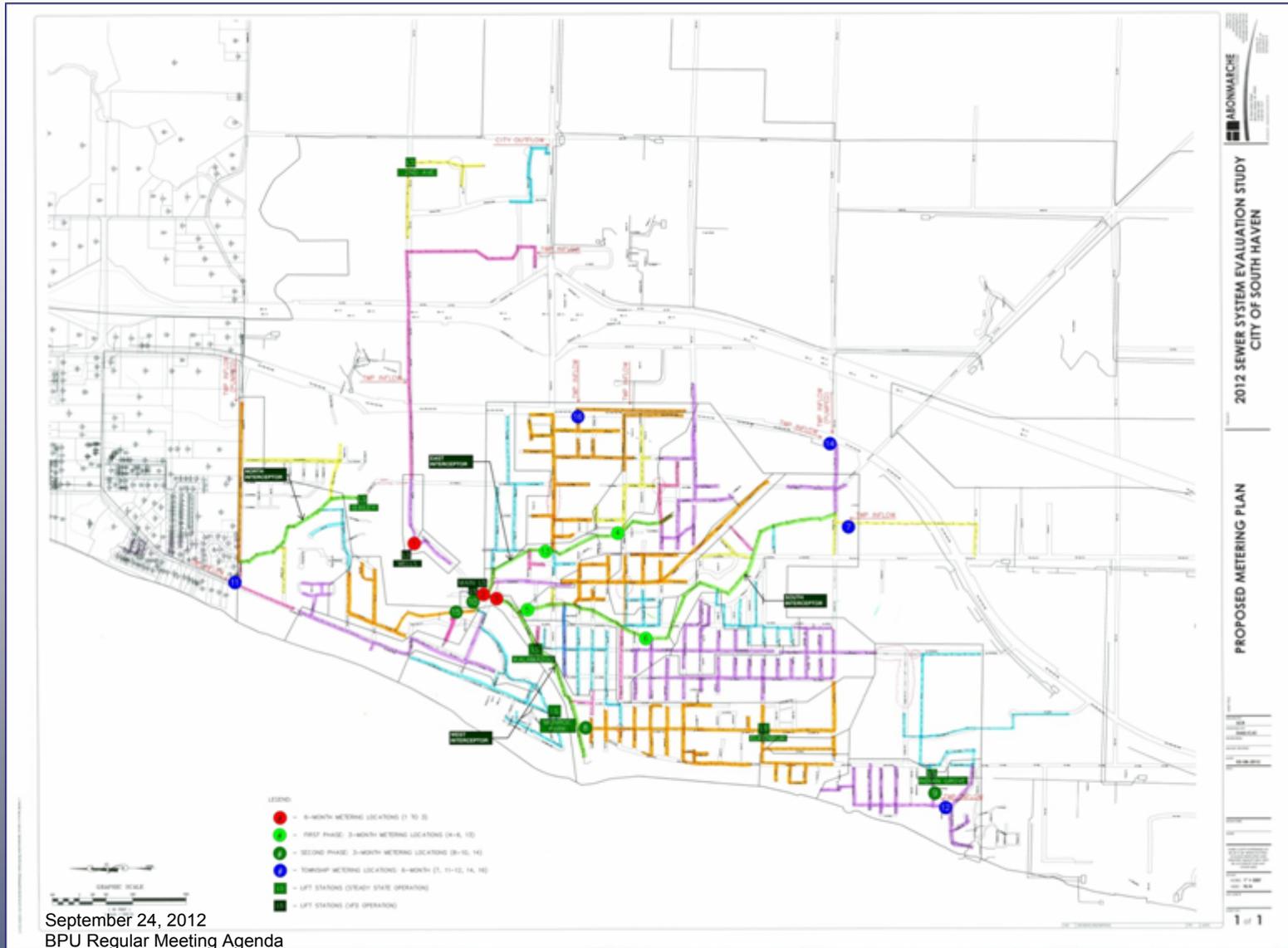
City of South Haven
Board of Public Utilities
June 25, 2012

S2 Project Tasks

- Utility Mapping
- Field Investigation and Data Review
- Flow Metering and Computer Modeling
- **Smoke Testing**
- Sewer Televising
- SRF Project Plan



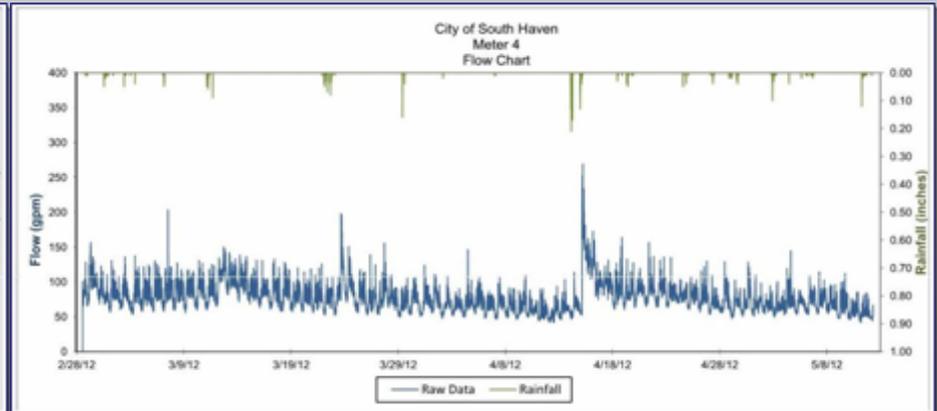
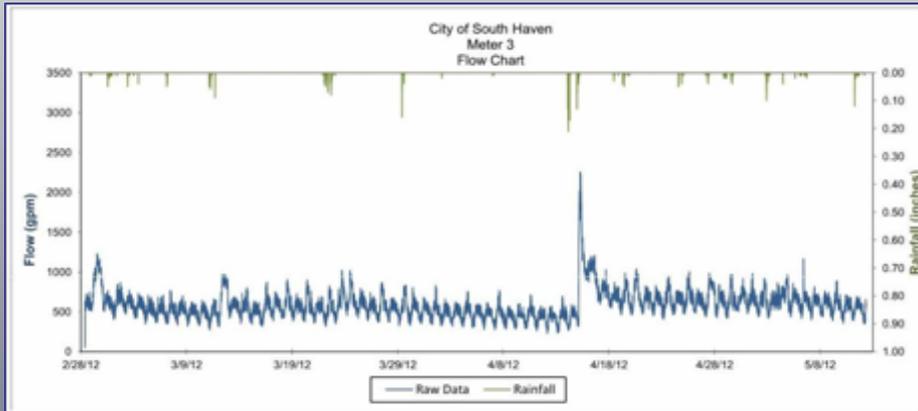
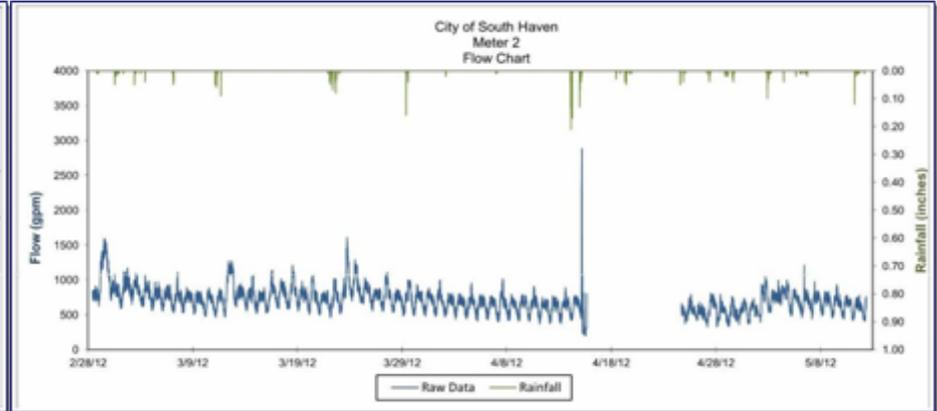
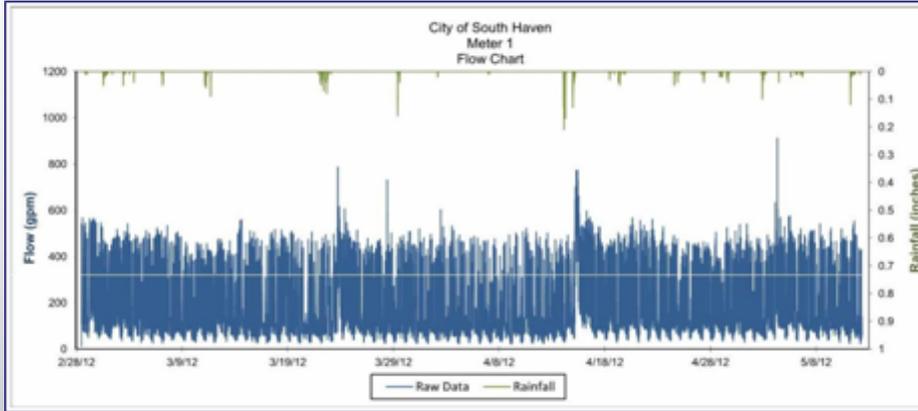
Flow Metering



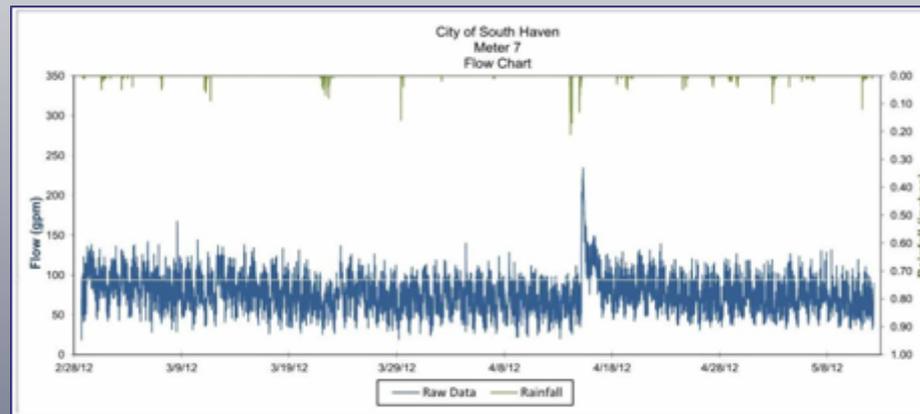
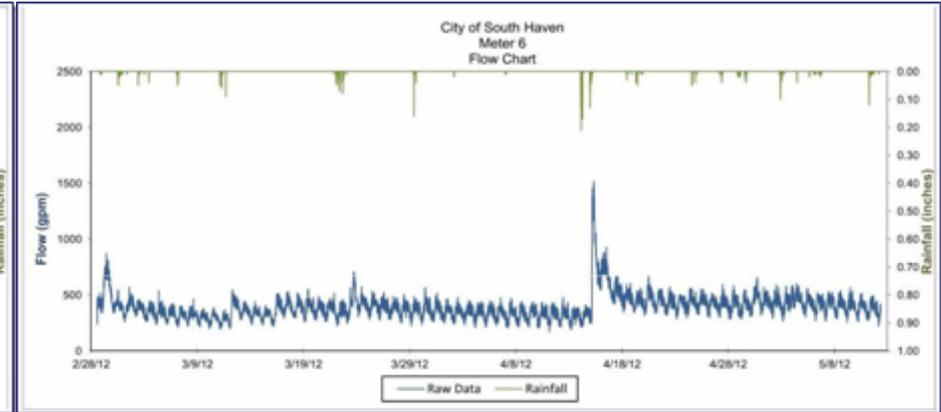
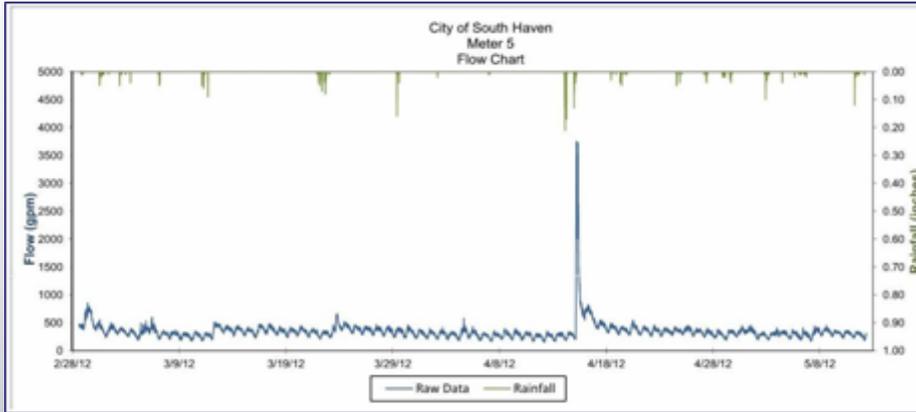
Flow Metering: Phase I Meter Layout



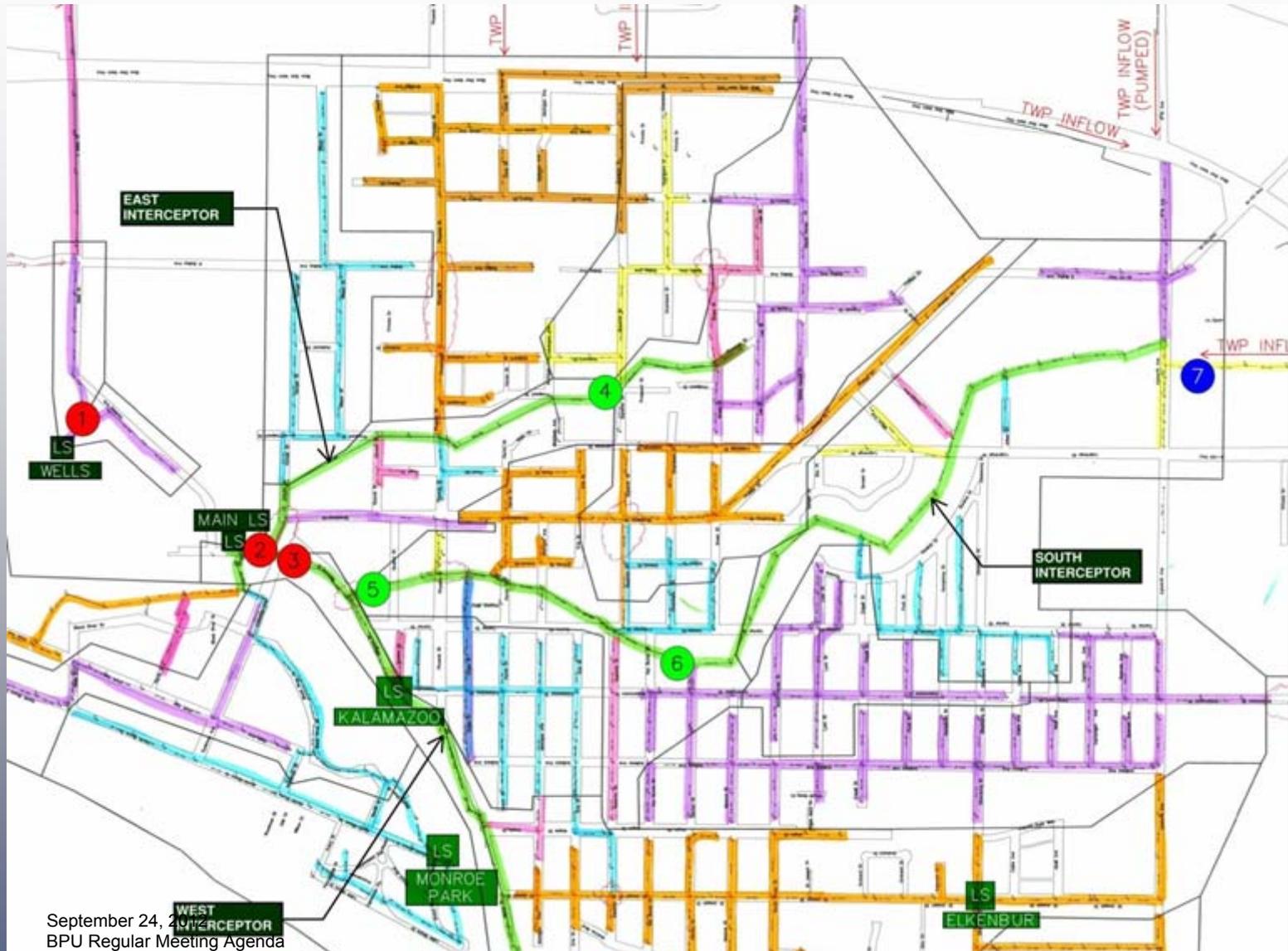
Flow Metering: Phase I Results



Flow Metering: Phase I Results (cont'd)



Flow Metering: Phase I Meter Layout



Flow Metering: Preliminary Findings

- North of Black River – Avg. 30% of Daily Flow
- South of the Black River
 - 70 % of the flow through the Main Lift Station is seen in Meter No. 3 (Dyckman)
 - 70% of the flow through Meter No. 3 (Dyckman) is seen in Meter No. 5 (Williams Street)
 - 50% of the flow from the South of the Black River is attributable to the South Interceptor.

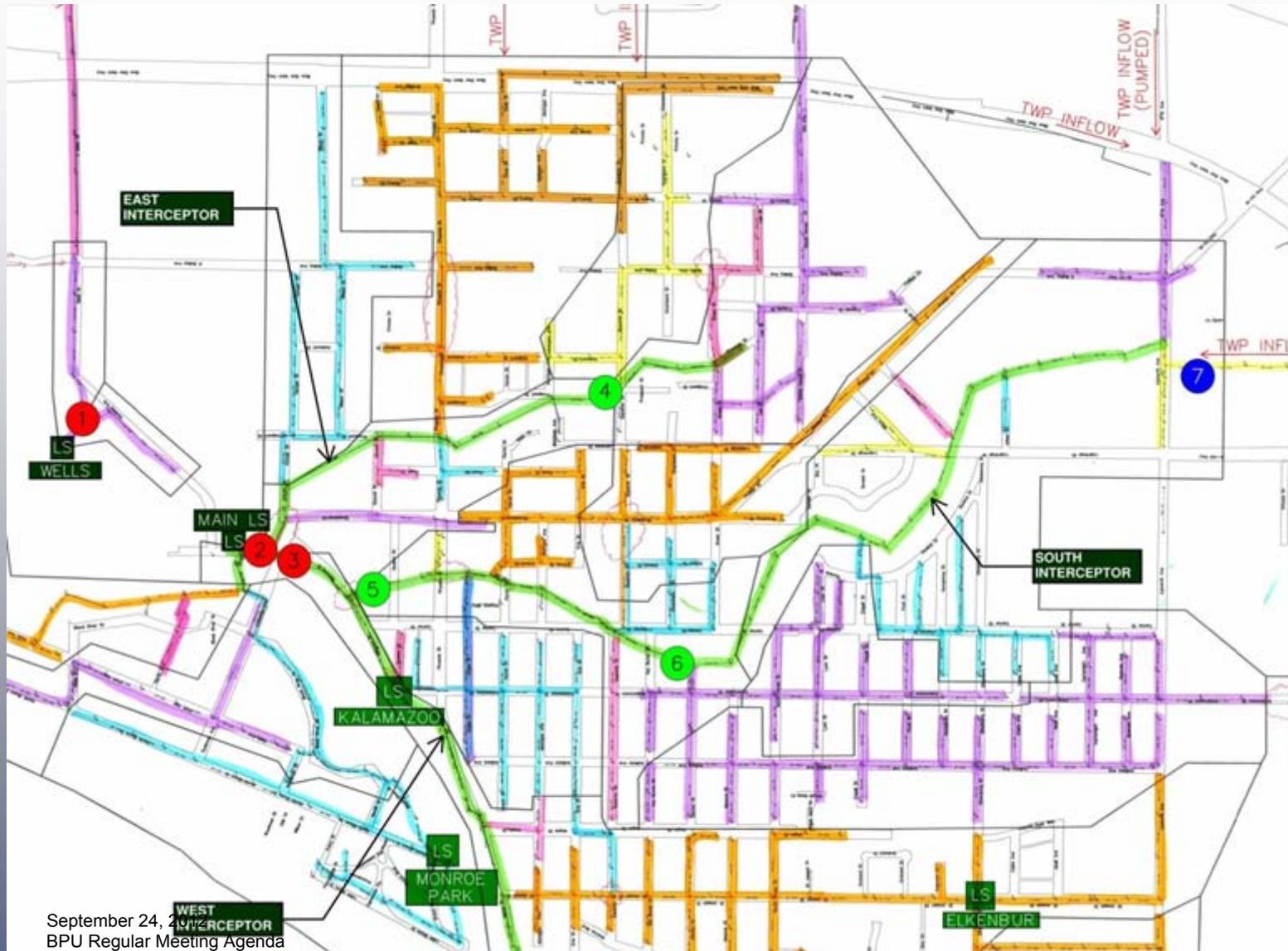


Flow Metering: Flow v. Precipitation

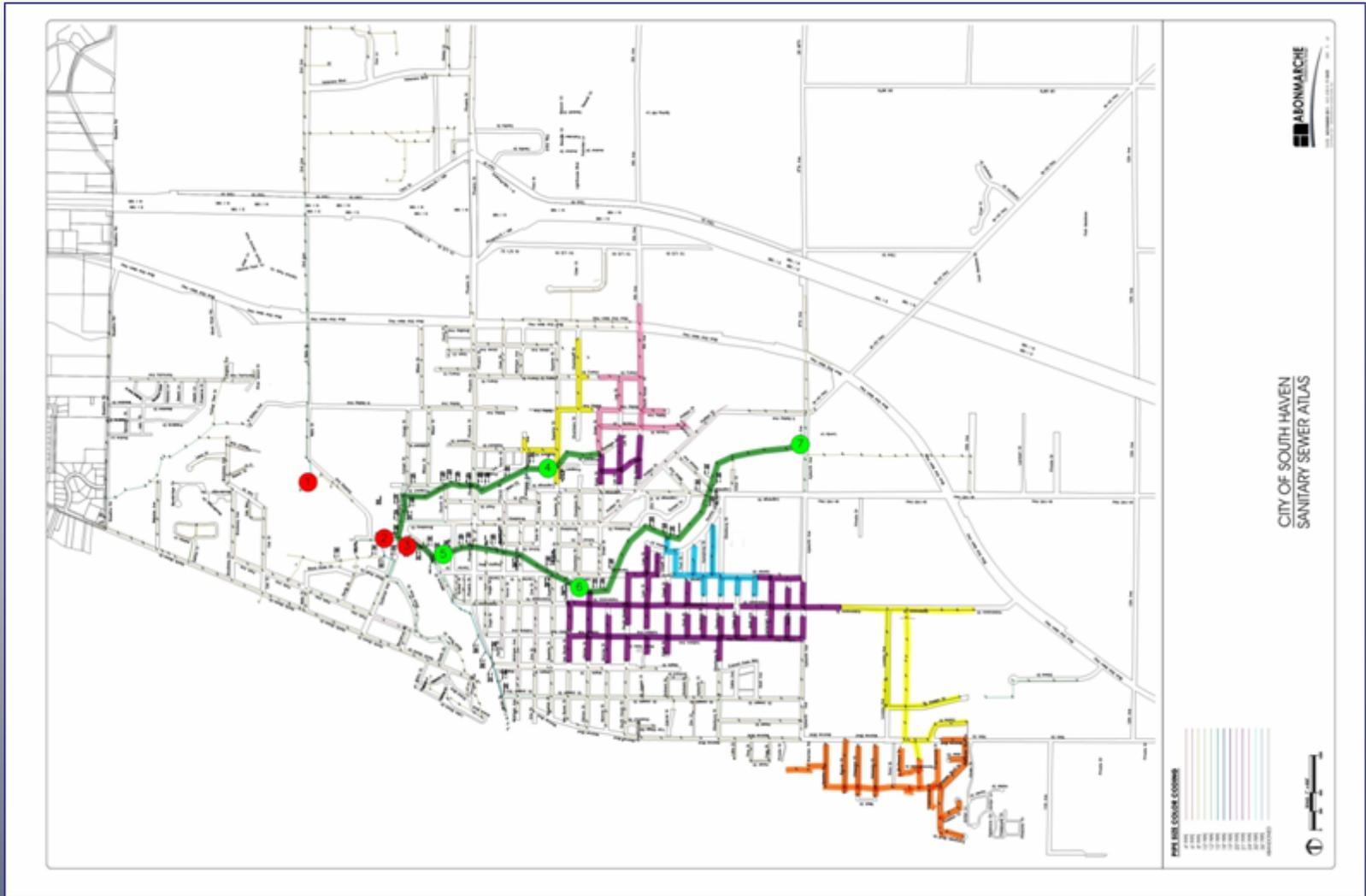
- Inflow Responses
 - East Interceptor
 - Meter No. 4 (Superior)
 - South Interceptor
 - Meter No. 5 (Williams)
 - Meter No. 6 (Van Buren)



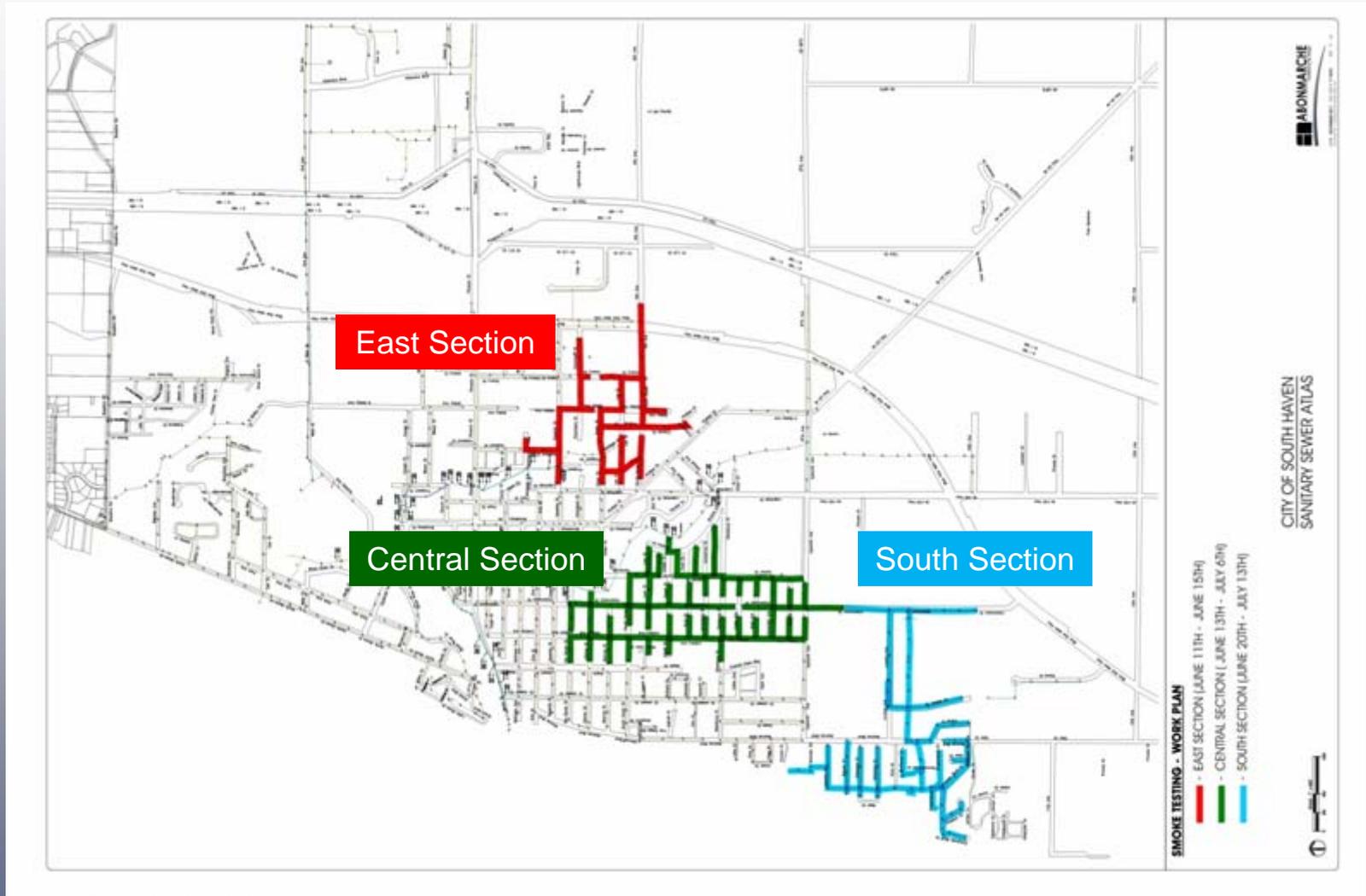
Flow Metering: Phase I Meter Layout



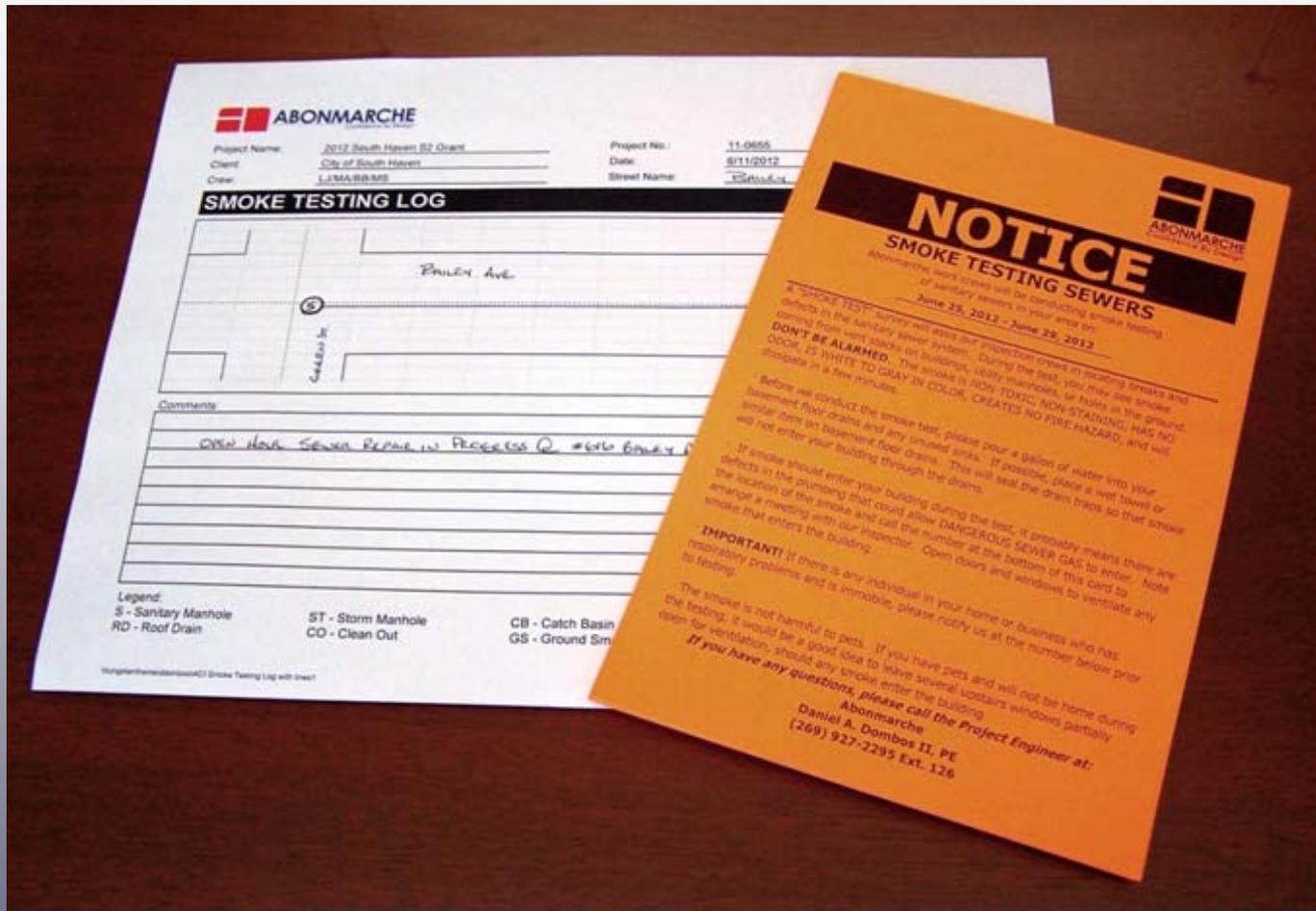
Smoke Testing: Phase I



Smoke Testing: Work Plan



Smoke Testing: Public Notice



Smoke Testing: Resident Communication

Project Name:	South Haven S2 Sanitary Sewer Evaluation Study
Project Number:	11-0655
Prepared By:	Daniel A. Dombos II, PE
Location:	Phase I - East Section

Smoke Testing: Log of Resident Issues and Correspondence

Address	Date Received	Date Returned	Telephone Number	Name	Instructions
63651 Cambridge Street Lot 37 South Haven, MI 49090	June 8, 2012	June 8, 2012	(269) 847-2534	Barbara and Tommy Pruitt	<p>Resident with Breathing Problems.</p> <p>I was contacted by Barbara Pruitt on behalf of her husband, Tommy Pruitt. Her husband has Lung Disease and uses oxygen. As a result of his illness, Tommy has somewhat limited mobility, but she indicated that he would be able to get outside if necessary.</p> <p>I informed her that smoke would only enter the interior of the home in the event of a plumbing defect or dry trap. They should follow the directions on the door hanger to run 1-2 gallons of water down any unused sinks or floor drains. If smoke does enter the home, she should open a window or door, step outside, and call me. I also told her that she may contact our onsite personnel for assistance and call Emergency Services if necessary.</p>
863 Green Street South Haven, MI 49090	June 8, 2012	June 8, 2012	(269) 637-3723	Beulah and Linda Cypert	<p>Resident with Breathing Problems.</p> <p>I was contacted by Beulah Cypert on behalf of her daughter, Linda Cypert. Linda has asthma. Linda is also developmentally challenged and is prone to panic attacks. Beulah indicated that she and her daughter would be able to get outside if necessary.</p> <p>I informed her that smoke would only enter the interior of the home in the event of a plumbing defect or dry trap. They should follow the directions on the door hanger to run 1-2 gallons of water down any unused sinks or floor drains. If smoke does enter the home, she should open a window or door, step outside, and call me. I also told her that she may contact our onsite personnel for assistance and call Emergency Services if necessary.</p>
1020 6th Avenue Apt. 117 South Haven, MI 49090	June 8, 2012	June 8, 2012	(269) 637-1505	Brenda Vasser	<p>General Questions about smoke testing.</p> <p>I informed her that smoke would only enter the interior of the home in the event of a plumbing defect or dry trap. They should follow the directions on the door hanger to run 1-2 gallons of water down any unused sinks or floor drains. If smoke does enter the home, she should open a window or door, step outside, and call me. I also told her that she may contact our onsite personnel for assistance and call Emergency Services if necessary.</p>
813 Superior Street South Haven, MI 49090	June 11, 2012	June 11, 2012	(269) 639-8741	Lois Howard	<p>Smoke in Basement.</p> <p>I was contacted by Lois Howard to inform me of smoke in her basement. She had not poured and water down her basement floor drains. I instructed her to pour water down her drain and I would have an inspector visit her home to check the basement interior.</p> <p>Follow-up: Inspector, David Brunsting, visited her home and investigated the basement. A relatively small amount of smoke had entered the basement and he believed it to be an issue of a dry trap in the foundation drain.</p>



Smoke Testing: East Section

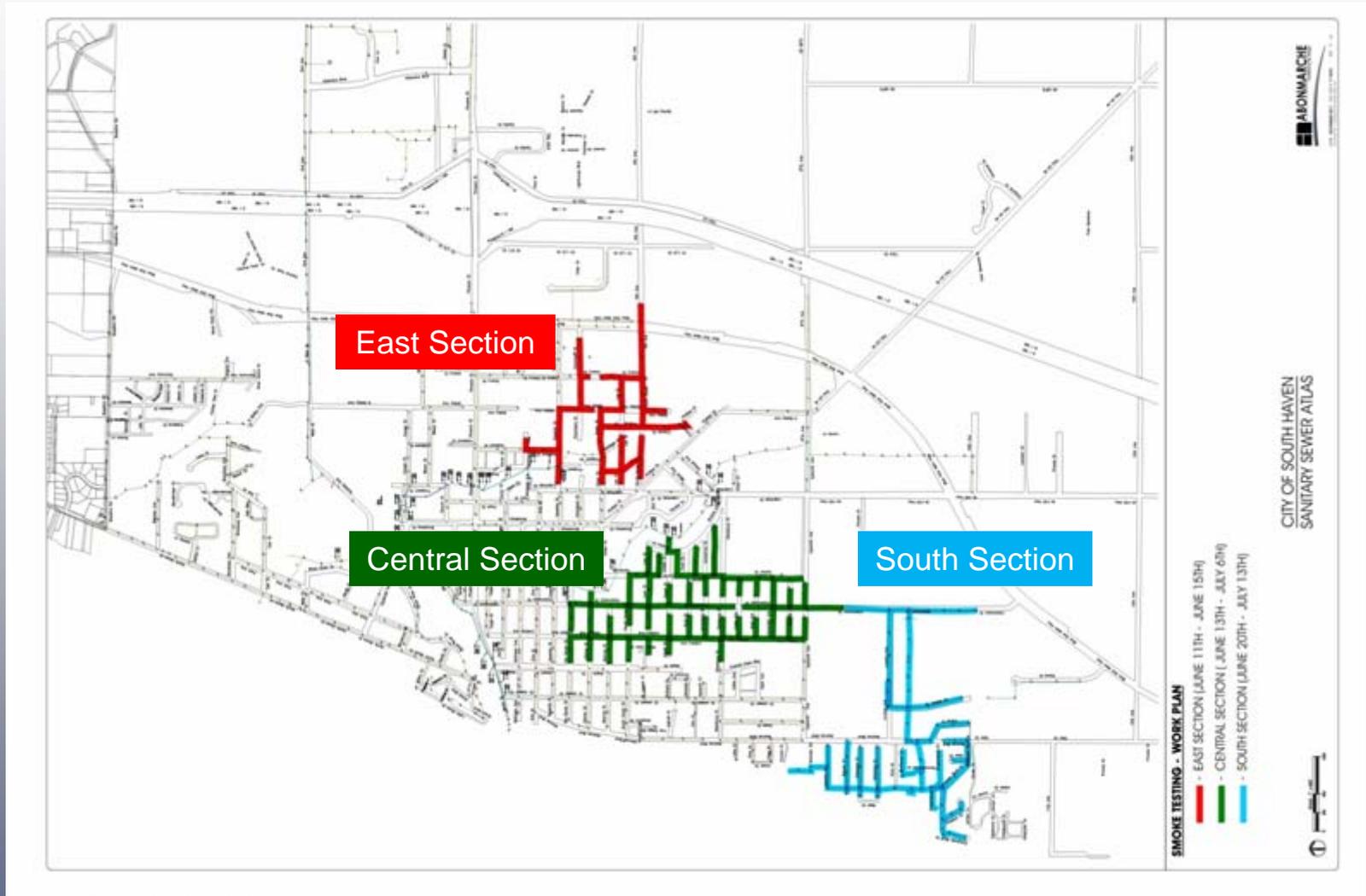
Address:	Issue:
525 Bailey Avenue	Broken Cleanout Cap
616 Bailey Avenue	Sewer Lateral Repair in Progress (4 inch into 6 inch pipe – no adapter during inspection, backfilled on return visit)
SH Motor Home Community Lot #27	Broken Cleanout Cap
900 South Haven Place	Broken Cleanout Cap
Briar Hill Apartments	Sanitary Manhole in low point of inverted crown driveway. Runoff is directed to the sanitary manhole during rain events. Cover is solid, but inflow is possible unless cover is gasketed and/or countermeasures are installed.



Smoke Testing: East Section



Smoke Testing: Work Plan



Smoke Testing: Central Section

- Significantly higher rates of inflow observed in the flow metering data.
- Several of these streets have old clay tile sewers dating back to the 1940's – 1950's.
- Anticipate observing cross-connections and potential sources of infiltration.



Smoke Testing: Central Section

Address:	Issue:
Kalamazoo Avenue at South Haven Street	Smoke From Catch Basins
Center Street at South Haven Street	Smoke From Catch Basins
Center Street at Lyon Street	Smoke From Catch Basins
Center Street midblock north of Lyon Street	Smoke From Catch Basins



Smoke Testing: Central Section



Smoke Testing: Status

- East and Central Sections are complete.
- South Section (Indian Grove) is underway this week.
- Questions?



S2 Project Status: What's Next?

- Utility Mapping
- Field Investigation and Data Review
- Flow Metering and Computer Modeling
- **Smoke Testing**
- Sewer Televising
- SRF Project Plan





City of South Haven

Agenda Item # 9

Unresolved Issues

New items shown in **bold** text.

Completed items shown with single ~~strike through~~ text for one meeting, then double ~~strike through~~ text for the next meeting, then removed from the list.

ACTION ITEMS

- 6/2/10 – Security light costs (material, labor, O & M). File located, under review.
- 5/23/11 – Welder transformer. Addressed under agenda item 11 at the July meeting. GRP Engineering has been requested to perform an analysis of the cost of the “no load losses” associated with these transformers, and to evaluate alternatives. City staff has compiled data and forwarded to GRP. GRP is proceeding with the analysis.
- 2/27/12 – October 31, 2011 meeting requested staff pursue possible contract language change not limiting liability to the amount of the contractor’s insurance; and remove statement that the contractor is not liable for making sure the sub-contractors do the work properly.
- 3/26/12 – Stickland requested that staff provide the utility policy concerning tampering fees for review at the next meeting. Addressed under agenda item 15 at the April 30, 2012 meeting. MMEA was contacted requesting their assistance in contacting fellow members for their policies regarding meter tampering, disconnection or tampering with service feeders/pipes, theft of service, and unsealed meter showing consumption. No response has been received from MMEA. City staff is contacting fellow IMMUDA members plus Holland, Lowell, and Coldwater. **Policies have been received from Bluffton, IN; Coldwater, MI; Holland BPW; Lowell Light & Power; Niles, MI; Sturgis, MI; Zeeland BPW. These policies will be compiled and summarized and distributed to staff and the BPU for review and comment.**
- 2/26/12 - Stickland requested that staff provide a list of the AEP contacts attempted during the March 7, 2012 outages. Stickland had discussions with our AEP representation at the IMMUDA Annual Meeting April 27, 2012. A meeting is to be scheduled with the City and AEP. AEP has requested a description of events be provided prior to scheduling the meeting. City staff is preparing the requested information. **Met with AEP on September 4, 2012. Updated contact information has been distributed.**
- 4/30/12 – As a result of the tamper fee discussion with a resident, staff was requested to compile a list of electrical and plumbing contractors licensed to work in South Haven for the purpose of sending notification letters concerning the tamper policy. City staff

Board of Public Utilities
 Staff Report
 Agenda Item #9
 Prepared by Roger Huff
 Page 1 of 2
 September 24, 2012

contacted the State of Michigan and Michigan Township services, but they could not provide specific information. City of South Haven building Services has a bulletin available for posting notices. Suggestion was made to add it to the building permit form or instructions. Start with the City and then work with the townships.

Board of Public Utilities
Staff Report
Agenda Item #9
Prepared by Roger Huff
Page 2 of 2
September 24, 2012