

Monthly meeting of the Fairport Municipal Commission held in the Conference Room, FMC Operation Center on December 14, 2015 at 8:00 a.m.

Commissioners: **Robert Cantwell**, Chairperson **(highlighted in attendance)**
 Steven E. Schalabba Vice-Chairperson
 Michael Starenko
 William Fritsch
 Timothy Keef, P.E.

Staff: **Mitchell Wilke**, Electric Superintendent
 Matthew Hegarty, Distribution Engineer
 Bryan White, Village Manager
 Aaron Daniels, Deputy Treasurer
 Deborah Fuller, Assistant to the Village Manager

Motion to Approve the Minutes

Motion was made by M. Starenko, seconded by W. Fritsch, and it was unanimously resolved to approve the minutes of the FMC meetings November 9, 2015.

Bid Awards

There were no bid requests to award.

Procurement Requests

On the motion of T. Keef and second of M. Starenko, it was unanimously resolved to authorize the following items be procured by bid or other suitable means.

		Est. cost
Item #1	Truckload of Utility Poles (FMC Stock #'s 40009 & 440011)	\$ 19,650.00
Item #2	Annual Tree Trimming and Removal Project	\$ 425,000.00
Item #3	Annual Underground Cable Injection and Repair Project	\$ 300,000.00
Item #4	Replacement of Digger Derrick	\$ 250,000.00
Item #5	Attendance by GIS Department to AAG Conference	\$ NO COST
Item #6	Substation Technician Training (2 employees)	\$ 4,800.00

Rate Increase Update

Staff and Chairman Cantwell met with the PSC to discuss expectations for the submission of the rate increase request to be submitted. The meeting was informative. The request will be submitted by the end of December 2015 with an expected June 1, 2016 rate increase if successful.

Staffing Update

Two Apprentice Lineman recently resigned from their positions. The interview process has begun for their replacements. Apprentice training is costly causing staff to consider revisions to the employee agreement for new employees. A draft agreement was supplied to the Commission for their input. In years past each employee was given a tracking summary that explained in full their annual benefits of employment.

Energy Conservation Report

M. Wilke explained that the Village Hall LED lights and Street lights will continue to be replaced.

On-going Activities

M. Hegarty updated the Commission on current projects:

- UFLS project at Lawler substation
- Subdivision preparation continues
- Holiday lights

- Summit at Woodcliff in process

Financial Reports

A. Daniels updated the Commission on the monthly reports and answered questions.

Approval of Vouchers

On the motion of W. Fritsch, and second of T. Keef, voucher abstracts dated 11/30/2015, containing voucher numbers 18015- 18018, 18020-18024, 111815, 111915, 112015, and 112115 in the amount of \$719,853.35 and abstracts dated 2/14/2015 containing vouchers numbered 18065, 18069-18137, 120315, and 120715, in the amount of \$1,127,905.63 were unanimously approved.

Meeting Date

The next regularly scheduled FMC meeting will be held January 11, 2016 at 8:00 a.m. at the Village Hall.

Adjournment

There being no other business, the meeting adjourned at 9:21 a.m.

Respectfully Submitted,
Deborah L. Fuller
Fairport Municipal Commission