

City of Bel Aire Utility Advisory Committee Minutes  
Wednesday July 20, 2022

1. Call to Order: meeting called to order by Chairman Tenbrink at 3:05 PM.
2. Roll Call: UAC members present – Markley, Broyles, Tenbrink. Bill Moss was absent due to back surgery. Also, in attendance; Bel Aire City Mayor Jim Benage and City Code Enforcement official Garret Wichman. Jaci Kelly, City Attorney arrived later to the meeting.
3. Approval of Agenda: Motion by Markley to approve the agenda, seconded by Broyles. Agenda approved.
4. Approval of June 8, 2022, Meeting Minutes. Motion by Markley to approve the minutes, seconded by Broyles. Minutes approved.
5. New Business:
  - A. Appointment of temporary acting UAC Secretary. Dan Broyles was appointed interim secretary to fill Tyler Dehn position for the remaining year.
  - B. Status of backflow preventer inspection deadline. Garret Wichman, from the city code enforcement office gave a summary of his resume, he has been with the city since May 2022. Then gave the status of the backflow preventer inspection. He stated as of this date the city was at 72% in compliance receiving backflow preventer inspection data and still receiving inspection certificate every day. Some lawn care companies are holding back sending the inspection data until they have several to send at once. Letters has been sent out to those individuals who have not compiled to the inspection that was due by June 1<sup>st</sup>. Many letters have been returned indicating that a people at those addresses have moved. New home owners or new renters now living at those addresses may not be aware of the required inspection for the backflow preventor or may not be aware that there is a lawn sprinkler system in their yard. Mr. Wichman stated if the resident wanted to disable the sprinkler system, they would have to have the backflow preventer inspected before the sprinkler system was disabled. The committee disagreed that someone who was going to disconnect their sprinkler system had to have the backflow preventer inspected before they disable the sprinkler system. Mr. Wichman said he would check with Jay Cook if this was a city requirement. Looking forward Mr. Wichman stated for 2024 inspection the city would implement a computer program with I-Work (sp) that would enable the lawn care companies to send the city the inspection data electronically at the time they completed the inspection.
  - C. UAC by-laws appointment term changes by seat. The committee had requested a change to the UAC by-laws to stagger the appointment dates to prevent everyone's term expiring at the same time. Jaci Kelly, city attorney, has revise the by-laws for the committee to review before submitting the changes to the city governing body. Seats held by Broyles and Markley will be for two years, seats held by Tenbrink, and open seat will be for three years, and the fifth seat held by Moss will be for one year.

After a review of the amended by-laws Markley moved to except the revised by-laws, second by Broyles. The new by-laws were approved to be forward to the city staff for the governing body to approve.

D. Candidates for open UAC seat. Mayor Benage stated he had reached out to a couple of people but did not get any response. No one else had any candidates.

E. July and August "Did You Know" Tenbrink submitted earlier the July "DYK" to meet the submittal deadline to the city staff. For the August "DYK" Tenbrink asked who starts a "Boil Water Alert". After a brief discussion it was unclear who did it for Bel Aire. The committee will look at a procedure for Bel Aire to communicate to Bel Aire public.

6. Round table discussion:

A. Markley – No report

B. Broyles - No report.

C Mayor Benage – No report

D. Tenbrink – Reported early voting at Bel Aire city hall would be July 29<sup>th</sup> and Aug 1<sup>st</sup>. Melissa Krehbiel was now a certified Municipal City Clerk. Also, asked what was the biggest danger to our health? The answer: The air we breathe.

7. Next UAC meeting August 10, 2022 @ 3-5 PM at City Hall Senior Center.

8. Motion by Markley to adjourn, second by Broyles. Meeting adjourned at 4:22 PM

Dan Broyles

UAC Interim Secretary