

## WRWSD Board of Trustees Monday Meeting – 8/28/2023

President P. Levermore called the meeting to order at 6:00 pm.

**Roll Call:** Present: Armstrong, Buskey, Kost, P. Levermore, S. Levermore, Moore, Wales, Mgr. Cahall, Supt. Pike

**Minutes:** A motion was made by Kost and seconded by Armstrong to approve the 8/12/23 Monthly Meeting minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

**President's Report** (P. Levermore):

- President P. Levermore reminded everyone about the upcoming Trustee election. Applications are due by 4pm on September 25<sup>th</sup>.
- The Trustee orientation workshop is Wednesday, August 30<sup>th</sup> at 6pm in the Lodge.
- The State Auditor sent out a fraud questionnaire to a few Trustees. This is a legit email and is done yearly.
- President P. Levermore will be absent at the October 14<sup>th</sup> WRWSD monthly meeting. Vice President Moore will be leading the meeting.
- Trustee Buskey and Mgr. Cahall forwarded several workshops to the Board members. Topics include grant writing, troubleshooting collection systems and many others. Some are online and others are in person. Mgr. Cahall asked interested Trustees to let him know and he will get you enrolled. The WRWSD covers the cost of tuition and traveling expenses. *Please see Motion 2023-16 below.*

**Treasurer's Report** (S. Levermore): None

**Manager and Plant Superintendent Report** (Paul Cahall):

- The Board discussed raising the liability insurance umbrella. It was decided that Trustee Kost will meet with WRWSD Attorney Tom Mayes to discuss the particulars of the policy. She will email the Board their findings. Mgr. Cahall asked President P. Levermore to let him know if the Board wishes to pursue an increase in protection as soon as they come to a decision.
- Supt. Pike went over the fire hydrant repair/replace status. We have 4 that need repairs and 1 needing replaced. He will get with the repair company to schedule the necessary work so we can let residents in the area know that their water supply will be interrupted for a few hours. We usually do this via door hangers.
- The asset management system is almost completed. It should be up and running soon. Secretary Wales recommends making an announcement at the WRWSD monthly meeting to let residents know about this major improvement.
- Mgr. Cahall gave an update on Capital projects that are underway or have been completed this year.
- Supt. Pike reviewed the water and sewer usage reports. The Board agreed to have Mgr. Cahall and Supt. Pike reach out to the EPA for information concerning direct discharge requirements vs. installing a second lagoon. This information will be critical as we continue to discuss expanding the sewer plant in the coming years. The Board discussed many scenarios and is proactive in its research for when the time for expansion occurs.

**Old Business:** None

**New Business:** None

**Motions and Resolutions:** Motion #2023-16 was made by S. Levermore and seconded by Kost to approve tuition and traveling expenses for Board members to attend workshops. The associated costs will be covered from the miscellaneous line item in the water and sewer expense budgets. A yea/nay vote was taken and the motion passed unanimously.

**Board Member Concerns:** None

**Executive Session:**

- At 7:11pm, Buskey made a motion and Wales seconded to enter into Executive Session to discuss personnel compensation. A roll call vote was taken and the motion passed unanimously.
- At 7:20pm, Buskey made a motion and S. Levermore seconded to exit Executive Session. A roll call vote was taken and the motion passed unanimously.

**Adjournment:** A motion was made by Kost and seconded by Wales to adjourn the meeting. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:20pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary