

WRWSD Board of Trustees Monday Meeting – 9/25/2023

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

Roll Call: Present: Kost, P. Levermore, S. Levermore, Wales, Mgr. Cahall, Supt. Pike

Absent: Armstrong, Buskey, Moore. All were excused.

Minutes: A motion was made by S. Levermore and seconded by Kost to approve the 9/9/23 Monthly Meeting minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

President's Report (P. Levermore): President P. Levermore sent a draft of why the lake is lowered each year for Trustees to review. He received feedback from Buskey, Cahall and Pike. The Board discussed the draft and made revisions, as necessary. The Board decided to move forward with posting the final document. Version #1 of the document will be sent out in the WPOA October email blast, handouts at the monthly meeting and a link posted on the website and in the newsletter. The document will be permanently posted on the WRWSD page under Documents for members to review. The Board hopes this will explain the rationale for lake lowering.

Treasurer's Report (S. Levermore):

- Treasurer S. Levermore passed around the general ledger for review.
- He discussed the line items to be amended for the 2023 Budget. *See Motions & Resolutions below.*
- He presented a copy of the initial 2024 budget to the Board for approval, as required by State Auditors, for the Board to review before voting on the motion. *See Motions & Resolutions below.*
- Treasurer S. Levermore attended the Grant Writing workshop and gave a report to the Board. There are several avenues to pursue to find grants and/or low interest loans. He found the information very helpful as we are moving towards expanding the sewer plant in the coming years. Secretary Wales has looked at the workshops available to the WRWSD and asked Mgr. Cahall if Supt. Pike and others in the WRWSD plant can attend. Mgr. Cahall said they are welcome to attend. Supt. Pike said that he needs educational credits to renew his license every two years and he does a number of educational courses each year.

Manager and Plant Superintendent Report (Paul Cahall):

- The asset management system is up and running. Greg Wilson is gathering data to enter into the system. Supt. Pike plans to train someone to help him keep up with work orders and to keep the system up to date.
- We are having issues getting quotes for the water tower. Most companies are booked out or find doing only one tower to be not worth their mobilization expense since they need to come from quite a distance away.
- We have a full staff at the WRWSD plant.
- Mgr. Cahall and Supt. Pike continue to reach out to the EPA about direct discharge information. Rick from the EPA said it is very hard to get direct discharge these days but he is sending it up the ladder.
- Supt. Pike went over the water loss report. We fixed a few leaks and everything is running well.
- Tina Taylor will receive public records training. *See Motions below.*
- Secretary Wales asked about keeping track of people who continually abuse their grinder pumps. Supt. Pike said it is documented, pictures taken and owners told they would have to pay for repairs should it continue. The Board would like to see a certified letter sent in the future for our records.

Old Business: None

New Business: None

Motions and Resolutions:

- Motion #2023-19 was made by Kost and seconded by Wales to amend the 2023 WRWSD budget. A roll call vote was taken and the motion passed unanimously.
- Motion #2023-20 was made by Kost and seconded by S. Levermore to approve the attached 2024 budget with a total income of \$1,336,284.00 and a total expense of \$1,473,480.00. A roll call vote was taken and the motion passed unanimously.
- Motion #2023 was made by Wales and seconded by S. Levermore to move \$50,000 from water reserves to the water operating account. A roll call vote was taken and the motion passed unanimously.
- Motion #2023-22 was made by S. Levermore made a motion and Wales seconded to authorize Tina Taylor to receive public records training on behalf of the WRWSD Board of Trustees. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns: None

Adjournment: A motion was made by Wales and seconded by Kost to adjourn the meeting. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:08pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary