

## WRWSD Board of Trustees Monday Meeting – 6/24/2024

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

**Roll Call:** Present: Armstrong, Feil, Kost, P. Levermore, Moore, Wales, Mgr. Cahall, Supt. Wilson  
Others present: Nan McHugh and Scott Harper

**Minutes:** A motion was made by Armstrong and seconded by Kost to approve the 6/8/24 Monthly Meeting minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

### Oath of Office

Elections Inspector Nan McHugh introduced newly appointed Trustee Scott Harper. She led him in the Oath of Office.

**President's Report** (P. Levermore): None

**Treasurer's Report** (Feil):

- We have a few motions to make. *Please see below.*
- Secretary Wales asked why grinder expenses were increased in Motion #2024-12. Supt. Wilson explained that we have three types of grinders. There are no replacement parts available to fix the oldest ones so they need to be replaced when they break down. The additional funds are being used to purchase new grinders. It is unknown how many of the very old grinders are still in use. Supt. Wilson has created a QR code database to track individual grinders as they are replaced. The Board agreed to upgrade employee phones to smartphones so they can access the QR database when out on calls. Trustee Kost thanked the WRWSD staff for their prompt response to grinder calls.

**Manager and Plant Superintendent Report** (Paul Cahall & Supt. Wilson):

- The sewer line expansion has been completed on Stallion and Blackhawk.
- Supt. Wilson looked into an estimated cost from a contractor to locate underground leaks throughout the entire water supply system. He suggested that we do not need to proceed with this for now as we have found and fixed a major leak last month. We also recalibrated the water meters at the plant. These updates and repairs reduced our water loss to 1.84% for the month.
- The double grinder pump was received. Dan Pike and an electrician are going to coordinate a time for installation. This pump will be specifically used for the Lodge and will drain to the sewer line on Waynoka Drive.
- The CCR certificate has been sent to the EPA ahead of schedule. We will include a notice on the next water bill directing customers to view the report on the Lake Waynoka website.
- A committee was formed to review the request for qualification submissions for the sewer plant expansion. The requests are due June 30<sup>th</sup>. The committee will consist of the WRWSD President, Vice President, Treasurer, Lake Manager, Plant Superintendent and Wastewater Supervisor. The committee will listen to presentations of selected Engineers and make recommendations to the Board. This is our first step in getting a formal plan to present for EPA approval and to locate funding for the expansion.
- We are down one employee.
- The community WRWSD plant tour is tentatively scheduled for August 17<sup>th</sup> from 10am-2pm. Please look for announcements about the tour coming soon.
- We have switched to drawing water from the lower portion of the water reservoir during the summer months to reduce backwash requirements.
- We have noticed an increase in water usage especially during this dry spell. The WRWSD asks that everyone conserve water during these times.

**Old Business:** None

**New Business:** None

**Motions and Resolutions:**

- A motion was made by Wales and seconded by Feil to approve the May 31<sup>st</sup> financial statement as distributed. A yea/nay vote was taken and the motion passed unanimously.
- Motion # 2024-12 was made by Moore and seconded by Kost to amend the 2024 budget with a \$5,845.64 increase in income and a \$17,573.82 increase in expenses. A roll call vote was taken and the motion passed unanimously.
- Motion # 2024-13 made by Feil and seconded by Wales to approve the attached 2025 Budget, with total income of \$1,572,402.00 and total expenses of \$1,754,252.00. Dated 06/19/2024. A roll call vote was taken and the motion passed unanimously.

**Board Member Concerns:** None

**Adjournment:** The motion to adjourn was made by Moore and seconded by Kost. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:18pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary