

WRWSD Board of Trustees Monday Meeting – 12/16/2024

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

Roll Call: Present: Armstrong, Feil, Harper, Levermore, Moore, Wales, Mgr. Wilkin

Absent: Kost and Supt. Wilson were excused.

Minutes: None

President's Report (Levermore): None

Treasurer's Report (Feil):

- 2024 Budget Amendment: Mgr. Wilkin and Kay will be reviewing the amendment before presentation to the Board. We will need to have a special meeting for approval before the end of the month. Once the amendment is complete, he will email Trustees to see which date and time work best for everyone.
- Water and Sewer Rates for 2025: Please see Motion #2024-25 below.
- 2025 Final Budget: Trustees discussed the 2025 WRWSD budget. The budget draft numbers were based on 20 new homes for the year 2025 and a \$3.50 increase for water. Auditor fees, phone reimbursement and water expense contract labor were increased. There was much discussion about future budgets procedures and process, as well as, creating a long-range capital plan. Mgr. Wilkin has a different budget plan that he is working on moving forward. He plans to begin the process earlier and create graphs for Trustees detailing income and expenses. This should make it easier to determine projected increases based on years past totals.

Manager and Plant Superintendent Report (Mgr. Wilkin, Mgr. Cahall & Supt. Wilson):

- Emergency Plan: The emergency response plan is located at the office. Mgr. Wilkin has not had a chance to review it. The file is too large to be electronically sent. Secretary Wales asked to review it and possibly condense information as it relates to a WRWSD emergency. It would be nice to have something ready for quick access.
- One Call: One call is being reviewed, as well as, AJ is working on a program that will text members who wish to receive alerts. More information to come.
- Water Sensor: The water sensor has been programmed to provide external notifications to four WRWSD employees.
- Mgr. Wilkin is working on a plan to address internal and external communication.
- Mgr. Wilkin will be traveling to Jackson to gather information about a sewer membrane system.
- Mgr. Wilkin is exploring aquafors to see if they may be an option for the WRWSD.

Old Business: None

New Business: None

Motions and Resolutions:

- Motion # 2024-25 was made by Harper and seconded by Moore to increase the water and sewer rates effective January 1,2025. The rates will increase per the following:
 - Sewer assessment will increase by \$20.00 and go directly into the Sewer Reserves.
 - Monthly Sewer User fees will increase to \$49.50 per month.
 - Base water rate will increase to \$33.00 per month.
 - The rate of \$12.00 will be charged for every 1,000 gallons used over the base.A roll call vote was taken and the motion passed unanimously.
- Motion # 2024-26 was made by Wales and seconded by Armstrong to update the 2025 budget with total income of \$1,969,223.00 and total expenses of \$1,762,001.00. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns:

- Mgr. Wilkin reminded everyone to complete the Ohio Auditor Fraud training by the end of the year. He sent the link to Trustees a few weeks ago. Please reach out if you need assistance and print a certificate for his files.
- Secretary Wales asked about getting a more detailed proposal from Jones & Henry for the sewer expansion. Mgr. Wilkin said they will be in attendance during the January workshop and Trustees should bring sll their questions.

Adjournment: The motion to adjourn was made by Moore and seconded by Armstrong. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:24pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary