

WRWSD Board of Trustees Monday Meeting – 11/25/2024

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

Roll Call: Present: Armstrong, Harper, Kost, Levermore, Mgr. Wilkin, Supt. Wilson

Absent: Feil, Moore, Wales and Mgr. Cahall were excused.

Minutes: A motion was made by Armstrong and seconded by Kost to approve the 11/9/24 Monthly Meeting minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

President's Report (Levermore): None

Treasurer's Report (Feil): The September ledger was passed around for Trustees to review and sign. Several motions were made. *(See below)*

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

- Supt. Wilson gave the following updates to the Board. Eight hydrants have been replaced with two more identified that do not drain properly. They are scheduled to be replaced next week. Supt. Wilson is creating a QR spreadsheet for flushing and exercising fire hydrants. We had a new hire start today and one resign. The GAC filters have been cleaned and are back online. The water tower sensor has been installed. WRWSD employees can track water capacity in the tower from their smartphone. We have several projects beginning in January. We are scheduled to complete the annual plant lab certification on December 12th. This is required annually by the EPA. Supt. Wilson is exploring a three-year certification instead of annually. Grinder pump repairs are up-to-date. The QR code spreadsheet is proving to be beneficial. We continue to have educational safety toolbox talks. Water quality is very good.
- Since we are now in the initial engineering process, and have budget concerns, Mgr. Wilkin will be asking two engineering firms to do presentations at the January Monday meeting. This will allow the Board to see their vision and gather some pricing information. He asked the Trustees to bring questions for the firms so we can make a more informed decision regarding the sewer expansion.
- The Board discussed several items regarding the sewer expansion. Mgr. Wilkin is experienced in grant proposals and shared his knowledge with the Board. After we secure an engineer of record, they can also assist in exploring grants and loans.
- Mgr. Wilkin will be having a first quarter meeting with Brown County Regional Water and Brown County Commissioners to create relationships and coordinate future goals.
- The Board discussed having a collaborative meeting with the WPOA to discuss their plans, if any, for the number of homes that may be built in Lake Waynoka. This number is crucial to water and sewer infrastructure for the community.
- The majority of the meeting concerned the 2025 WRWSD budget. Mgr. Wilkin passed out the current draft for review. The budget numbers are based on twenty new homes for 2025. Trustees went through line items and asked questions. They remain committed to controlling/limiting costs while accounting for inflation. They want to keep water and sewer increases to a minimum. No increases leave both water and sewer budgets in a deficit. They asked Mgr. Wilkin to update the budget draft with their proposed increases. Supt. Wilson is streamlining the budget codes so it will be easier to place items in the appropriate category. The budget will be voted on at the December 16th workshop.
- Mgr. Wilkin would like a water and sewer rate study done in 2025 so we can project future water and sewer costs/increases. He shared water and sewer cost information from other communities to show our rates are competitive and slightly below rates of those communities.
- Several Trustees would like to have a copy of the emergency response plan. Mgr. Wilkin will get those together.

Old Business: None

New Business: None

Motions and Resolutions:

- A motion was made by Kost and seconded by Armstrong to approve the September 30th financial statement as distributed. A yea/nay vote was taken and the motion passed unanimously.
- Motion #2024-23 was made by Kost and seconded by Harper to approve the 2024 budget amendment with an increase in total expenses of \$13,847.71. A roll call vote was taken and the motion passed unanimously.
- Motion #2024-24 was made by Armstrong and seconded by Kost to approve Tina Taylor and any or all Board of Trustees to receive Fraud Reporting and Training online in behalf of the entire WRWSD Board of Trustees. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns: None

Adjournment: The motion to adjourn was made by Levermore and seconded by Harper. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:41pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary