

WRWSD Board of Trustees Monday Meeting – 3/31/25

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

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

Minutes: A motion was made by Kost and seconded by Armstrong to approve the 3/8/25 Monthly Meeting minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

President's Report (Levermore):

- Annual Meeting Review/Recap – President Levermore passed around a list of WRWSD accomplishments for 2024-2025. He asked Trustees to let him know if he missed anything. He will be reading the accomplishments during the WRWSD Annual meeting on Saturday, April 19th at 7pm.
- Assistant Treasurer – Treasurer Feil lives outside the community and is not always available for daily/weekly needs. Trustee Armstrong volunteered to be the Assistant Treasurer. Treasurer Feil will work with Trustee Armstrong to get her up-to-speed. Mgr. Wilkin is working on transitioning to an accrual-based system.
- Infrastructure Growth – The Board discussed the WRWSD water and sewer infrastructure capacity. Mgr. Wilkin and Supt. Wilson are meeting with DLZ Engineering this week and will gather information for the Board to discuss. Mgr. Wilkin will follow-up with attorney Tom Mayes for legal advice concerning infrastructure limitations.
- Capacity of Water – Supt. Wilson believes this is a big issue with continued community growth, especially if we have a very dry summer. We submitted an EPA grant for a 300,000-gallon water tower last week.

Treasurer's Report (Feil): Two motions were made. *See below.*

Manager and Plant Superintendent Report (Mgr. Wilkin/Supt. Wilson):

- DLZ Site Visit, April 1 – Mgr. Wilkin and Supt. Wilson are meeting with DLZ tomorrow afternoon.
- General Plant Updates:
 - Completed:
 - High Service Pump #2 – The motor has been rebuilt, reinstalled and ready for service.
 - Allmax Software – Has been 100% programmed enabling historical data analysis and direct EPA reporting.
 - The team completed 4 new water and sewer tap installations in the past month. There are 3 additional water and sewer tap installations scheduled for April.
 - Ongoing Projects:
 - Low Service Pump #1 – Is scheduled for a complete rebuild in April.
 - Historical Data Entry – Continued data entry into Operator 10 Allmax for improved trending.
 - Bulk Chemical Feed Container Installation – Price acquisition is underway with DLZ assisting in EPA required Engineer drawings.
 - New Water Tower Project – 300,000-gallon water tower funding application submitted by DLZ.
 - SCADA Upgrades – Currently working with MicroComm software integrator on water plant SCADA upgrades.
 - Mule Drive Sewer Line Extension – Meeting with Utter Construction to obtain pricing for a 1350' sewer line extension.
- Personnel – Supt. Wilson congratulated Chris Thomas for completing the Class 1 water coursework and passing the Ohio EPA Class 1 Water Treatment License test. He is continuing with Class 2 coursework with an anticipated 5-year total experience requirement to obtain a Class 3 Certificate. In other staffing news, we are down 1 employee.
- The Board discussed removing fluoride from our water. It is the most hazardous chemical for our WRWSD staff. Mgr. Wilkin asked Trustees to research the pros and cons so they can discuss it further.

Old Business: None

New Business: None

Motions and Resolutions:

- Motion #2025-14 was made by Wales and seconded by Kost to revisit Motion #2025-09 of an amended budget. The budgeted amount should have shown a total of \$1,823,591.00, with an amended amount of \$1,830,218.55. This was for the 111-74 water boring machine and the 112-55 boring machine. A roll call vote was taken and the motion passed unanimously.

- Motion #2025-15 was made by Armstrong and seconded by Harper to amend 2025 budget as follows: Line item #112-56 Allmax Software budgeted amount \$0.00, amended amount \$6,065.00. Total expense budgeted amount of \$1,830,218.55 with an amended amount of \$1,836,283.55. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns: Trustee Harper asked for an update concerning lake water samples. Mgr. Wilkin said the samples are being collected at Kiddie Corral and the results have been fluctuating.

Adjournment: The motion to adjourn was made by Kost and seconded by Moore. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:23pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary