

WRWSD Board of Trustees Monday Meeting – 4/28/25

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

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

Absent: Kost was excused.

Minutes:

- A motion was made by Wales and seconded by Harper to approve the 4/12/25 Monthly Meeting minutes as distributed. A ye/nay vote was taken and the motion passed unanimously.
- A motion was made by Wales and seconded by Harper to approve the 4/19/25 Annual Meeting minutes as distributed. A ye/nay vote was taken and the motion passed unanimously.

President's Report (Levermore):

- There may be a WRWSD Trustee vacancy in the near future. The search committee will begin looking for people interested in serving. President Levermore will make public announcements according to the WRWSD bylaws and people interested can submit an application at that time.
- There are many bogus emails going around asking for money that appear to be from Board members. Mgr. Wilkin asked everyone to use caution and if it is an email asking for money, it is usually fake/bogus. Please reach out if you are unsure.
- The budget at the last monthly meeting was printed using our new Quickbook software. Unfortunately, the only printing options are black and red. This was confusing to members. Mgr. Wilkin will be sure to make copies from our printer so the handouts will be in black.
- President Levermore passed out a draft for the Board to discuss concerning WRWSD future objectives and goals. The Board decided to table the discussion until we receive more information from DLZ.

Treasurer's Report (Feil): Treasurer Feil and Supt. Wilson discussed increases in appropriations. The water and wastewater operator transfer switches have issues. The electronic sensors are obsolete and not working properly. They are designed to transfer power to the generator during power outages. Grinder pump purchases are exceeding what was budgeted for 2025. We will need to adjust the budget for the \$854 current deficit of the budgeted \$125,000.00. The Board was told that we will need to make several more grinder pump amendments throughout the year to keep pace with the number of new home tap requests. We have enough funds from our operating budget to cover repairs and replacements for existing grinder pumps.

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

- Safety training and educational seminars are of the utmost importance for our WRWSD staff. Safety Data Sheets have been updated and are posted appropriately. Supt. Wilson holds two hazard meetings per week to educate the crew. He would like to host a safety seminar for surrounding communities at Lake Waynoka in the Lodge. All the Trustees thanked Supt. Wilson for prioritizing safety and education for our staff.
- Supt. Wilson is exploring alternative ways to remove algae and manganese from the water.
- We have a new hire starting Monday.
- The digester sludge tanks have been pumped out for the year.
- The low service pump is being rebuilt.
- We have 16 tap requests and are working to get them installed.
- GIS infrastructure maps are being updated by Supt. Wilson and DLZ.
- The dam valve replacement is scheduled for June.
- Water usage has increased 200,000 gallons per month.
- We have a 30% water loss and are trying to track leaks. We may have to contract a company to test the lines to help trace the leaks.
- Supt. Wilson is using the new software to compare the flow of water to the sewer plant during rainfall vs. normal wastewater return. The spikes occurring during rain validate the theory that several sump pumps and/or gutters are draining into the sewer system. He and DLZ are continuing to look at the data and will provide an updated report to the Board.
- Grinder pump service calls are down. The newly implemented QR code system is working very well.

Old Business: None

New Business:

- Vice President Moore would like to have a WRWSD plant tour again this year for the community. Everyone agreed. We will look at possible dates and times.

- Trustee Harper asked if the crew can tell if people are abusing their grinders. Supt. Wilson said yes. The biggest issue they find is the flushing of baby wipes.

Motions and Resolutions: Motion #2025-16 was made by Moore and seconded by Harper to amend the 2025 expense budget as follows: 854-03 equipment, maintenance, vehicles budgeted amount \$3,000.00, amended amount \$7,447.05; 2854-03 equipment, maintenance budgeted amount \$3,000.00, amended amount \$7,447.06; 9820-01 Purchase grinder pumps budgeted amount \$125,000.00, amended amount \$125,854.00. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns: None

Executive Session:

- At 6:40pm, a motion was made by Wales and seconded by Armstrong to enter into executive session to discuss a pending legal matter. A roll call vote was taken and the motion passed unanimously.
- At 7:14pm, a motion was made by Armstrong and seconded by Harper to exit executive session. A roll call vote was taken and the motion passed unanimously.

Adjournment: The motion to adjourn was made by Harper and seconded by Moore. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:15pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary