

WRWSD Annual Meeting Minutes 4/18/2026

President Pete Levermore called the meeting to order at 7pm.

Roll call: Present: Armstrong, Dombroskie, Engle, Gruber, Harper, Levermore, Mgr. Wilkin

Absent: Feil was excused.

President Report (Levermore): President Levermore gave a special thank you to the efforts of our WRWSD staff and read the following:

Major Accomplishments of April 2025 – March 2026

Thanks to the efforts and work of the WRWSD employees and management there have been a number of accomplishments in the past 12 months that have made positive impacts to our plant, its operation, and our infrastructure. These contribute toward our continued efforts to reliably and safely accommodate our growing community's processing of wastewater and providing of safe drinking water.

The WRWSD Board is pleased to remind you of some of these key accomplishments. They are:

- Obtained and maintained the Ohio EPA 2025 License to Operate (LTO) for the public water system, ensuring uninterrupted legal operation throughout the year.
- Completely and formally revised the 2025 Emergency Contingency Plan, including emergency response procedures, auxiliary power coverage, and public notification protocols.
- Completed and received Ohio EPA approval of a Source Water Assessment Report, updating the original 2003 assessment and refining protection area boundaries.
- Prepared and distributed the 2025 Consumer Confidence Report (CCR) in compliance with the Safe Drinking Water Act public notification requirements.
- Delivered a quality product and service (water and sewer) to the community and fixed various leaks and breaks throughout the year in a timely manner.
- Tank level monitoring SCADA system installed which electronically monitors and controls processes enabling alarm capability and remote supervision and data collection.
- Replaced eight (8) distribution system line valves and installed twelve (12) new fire hydrants with six (6) additional valves, improving system reliability and fire protection.
- Installed new sanitary sewer mains on Mule Drive, Stallion Drive, and Bonanza drive.
- Replaced the lake drain valve operator assembly.
- Installed a new duplex sewer grinder pump station serving the restaurant and lounge facilities, improving wastewater conveyance reliability.
- WTP - Replaced water plant main high service pump #2, restoring full pumping redundancy and reliability. Rebuilt low service raw water pump #2 to improve reliability of raw water delivery to the treatment process. GAC (granular activated carbon) filter media replaced.
- WWTP - Replaced the pre-air blower serving the odor control system, replaced the main gear for the outside oxidation ditch rotor, and installed new electric panels for the Return Activated Sludge (RAS) pumps.
- Investigated aeration alternatives to reduce midge population at the lagoon.
- Met with Brown County Regional Water (BCRW) authorities regarding future water service on an uninterrupted, long-term basis. (They would not commit to this.)
- Worked with OEPA to come up with possible solutions for our water manganese issue (water discoloration). Not yet resolved, but in process and hope to resolve by this year.
 - Researched and moved forward with DAF unit technology before establishing this did not meet budget constraints.
 - Switched to pursuing a second clarifier as an alternative as this addresses the issue and still falls within budget constraints.

- Applied for and received a \$250,000 grant and a \$250,000 interest free loan toward implementing the expected solution for the manganese issue.
- Had an engineer provide a capacity study of both water and sewer. This established that for both water and sewer we only have capacity left for about 150 additional homes before we would be at 100% capacity. (Community had been growing around 30 homes/year for last 8 years.)
 - Increased fees for WRWSD permits to both slow growth until capacity issue is resolved, thereby minimizing risk to the community and to align with countywide septic system installation costs.
 - Passed a resolution for a new fee structure going forward which allows for the plant expansion design, permitting, and construction required to expand capacity.
 - Developed, implemented and revised a process to evaluate approvals for new home water and sewer connection permits.
- Have **applied** for additional grants, currently exceeding \$10 million worth, for the water and sewer plant expansion project. (No word yet on acceptance.)
- Evaluated 5 appeals requesting WRWSD permits after a temporary freeze was put on issuing WRWSD permits during Nov -Dec timeframe and approved 4 of those.
- Completed annual EPA and local Brown County Health Department inspections and made required corrections at the campground.
- Two WRWSD operators passed Class 1 and Class 4 Operator Exam for water.
- Observed 200,000-gallon monthly increase in water usage.
- Reduced system wide water loss to <15% (15% is an industry accepted standard).
- Audited 2025 Financial reports with no issues found.
- Received the 2023 Auditor of State award for WRWSD excellence in financial reporting.

Recognition of Service

President Levermore thanked Connie Armstrong for her years of service.

Oath of Office

Election Inspector Nan McHugh introduced newly elected WRWSD Trustee, Jason Brumley and continuing Trustee Bryan Gruber. They were elected by acclamation. All Trustees stood to renew their oath and commitment to the community. Nan thanked everyone for serving and volunteering their time for our community.

Executive session

- At 7:11pm, Dombroskie made a motion and Engle seconded to enter into executive session to elect WRWSD Officers for 2026. A roll call vote was taken and the motion passed unanimously.
- At 7:16pm, Harper made a motion and Dombroskie seconded to exit executive session. A roll call vote was taken and the motion passed unanimously.

WRWSD Officer Appointments: Election Inspector Nan McHugh announced the 2026 WRWSD Officers.

- President – Pete Levermore
- Vice President – Jim Engle
- Secretary – Gary Dombroskie
- Treasurer – Vickie Feil
- Member at Large – Jason Brumley

Adjournment

A motion to adjourn the meeting was made by Engle and seconded by Harper. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:18pm.

Rhonda J. Maybriar, Assistant Recording Secretary

