

## WRWSD Board of Trustees Monday Meeting – 10/28/19

President Bridges called the meeting to order at 7:00 pm.

**Roll Call:** Present: Beard, Bridges, Buskey, Hagen, LaPlante, Levermore, Redick, Mgr. Cahall,  
Absent: Supt. Culver (ex.)

**Minutes:** A motion was made by Beard and seconded by LaPlante to approve the minutes as emailed. A yea/nay vote was taken and the motion passed unanimously.

**President's Report** (Jim Bridges): None

**Treasurer's Report** (John Buskey):

- Treasurer Buskey, Mgr. Cahall and Kay Bundy are beginning to work on the WRWSD 2020 budget.
- Treasurer Buskey and Mgr. Cahall are working on the WPOA and WRWSD contract to separate shared expenses.
- Amendments to the 2019 budget will be forthcoming for approval from the WRWSD Trustees.

**Manager and Plant Superintendent Report** (Paul Cahall & Supt. Culver):

- Divers were on-site to inspect the water tower. Unfortunately, the ladder going into the tower needs to be replaced so the divers could not enter the tower, however, a remote control video device was launched to inspect the condition of the inside of the tower. Mgr. Cahall is expecting the report soon.
- The office is continually receiving new construction permits. Mgr. Cahall reports that the WRWSD staff has been working hard to make sure the new water and sewer taps are completed on time.
- The lagoon level is holding steady thanks to the drought. Mgr. Cahall expects to open the lake valve around mid-November. Please remove your boat before this time.
- Sludge pressing has not begun but is expected to begin within the next few weeks.
- The contracted dive team will be onsite this week to inspect the main dam's valves and pipes via remote control video.
- Mgr. Cahall, Supt. Culver and Kay Bundy have been meeting weekly to discuss the water and sewer Reserve Study. They will propose a capital plan to the Board for expenditures and funds needed to complete necessary updates and repairs.

**Old Business:** None

**New Business:** None

**Board Member Concerns:** Trustee LaPlante asked Mgr. Cahall about setting permanent meter reading dates for consistency on the water/sewer billing. Mgr. Cahall replied that right now the meter usage must be launched manually and the cutoff date varies depending on if the beginning/end of the month falls on a weekend. AJ is investigating software applications to see if meter reporting can be programed to automatically download on specific dates.

**Motions and Resolutions:** None

**Executive Session:** At 7:22 pm, LaPlante motioned and Levermore seconded to move into Executive Session discuss a personnel issue . A yea/nay vote was taken and the motion passed unanimously. At 7:49 pm, Levermore motioned and Beard seconded to end the Executive Session. A yea/nay vote was taken and the motion passed unanimously.

**Adjournment:** The motion to adjourn was made by Beard and seconded by LaPlante  
All were in favor and the meeting was adjourned at 7:50pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary