

MINUTES REGULAR MONTHLY MEETING OF THE WOODRIDGE LAKE
SEWER DISTRICT SEWER AUTHORITY & BOARD OF DIRECTORS OF THE
WOODRIDGE LAKE SEWER DISTRICT, MONDAY, NOVEMBER 18, 2013
6:00 P.M. CONFERENCE ROOM WOODRIDGE LAKE CLUB HOUSE
EAST HYERDALE DRIVE, GOSHEN, CT.

CALL TO ORDER: Raymond A. Turri, Chairman and President of both boards respectively, called the meeting to order at 6:00 P.M.

ATTENDANCE: Board Members present, Raymond A. Turri, Joan M. Lang, James Hiltz and by conference phone, Jim Mersfelder. Excused absence, Robert Goldfeld. Also presents, Plant Manager, Charlie Ekstrom and Richard Reis, Chairman of the Finance Committee.

APPROVAL OF MINUTES: The minutes of the October 21, 2013 District meeting were presented for approval. **A MOTION WAS MADE BY** Jim Mersfelder seconded by Ray

Turri to approve said minutes as presented. No discussion, **SO VOTED**.

MONTHLY REPORT FROM PLANT MANAGER: Plant Manager Charlie Ekstrom reported on the following: Personnel – Jason Patrick has received his DEP Class III certificate and Charlie Ekstrom requested of the Board that they promote Jason to Chief Operator Class III and increase his pay to the base salary for that grade of \$26.64 per hour. Acting on that request, **A MOTION WAS MADE BY** Jim Mersfelder seconded by Raymond Turri that Jason Patrick be promoted to Chief Operator Class III and that his salary be increased to \$26.64 per hour retroactive to November 1, 2013. There was no discussion on the motion, **SO VOTED**. It was noted that a letter of commendation and congratulations was given to Jason along with a card and gift certificate so that Jason could take this wife out to dinner.

Charlie reported he will be away from Saturday, November 23 through Sunday Dec. 1. All three employees will be working during that time. In the absence of the Plant Manger Jason Patrick is the employee to report to.

Deep Cut Sewer Main Repairs – The sewer main repairs on West Hyerdale have been completed by Fay & Wright. Although the sewer pipe was found to be approximately 4' deeper than previously believed, the work went relatively well. The soils around the pipe were found to be mostly mud and at the request of the Town Public Works Dept. dry and processed gravel was used to backfill the excavation which added \$12,000.00 to the quoted price of the two repairs. The total cost for the West Hyerdale Deep Cut projects is \$67,000.00. The temporary paving work has been completed with the final paving to be done in the spring.

Found to be the need for repair at the first dig was what was called a chimney, set in cement that had been attached to the pipe causing the pipe to collapse. Charlie Ekstrom noted that it is possible that it is the same problem found during the I & I inspection on Canterbury Court. It is believed that sewer line is 27' down and thought to be a similar problem as found on West Hyerdale. Based on the depth and the fact that the soil in that area is dryer Charlie noted that he has conferred with Woodard & Curran about the possibility of doing an in line repair.

Pump Station #2 Upgrade – After a 2 1/2 week delay in getting the necessary parts, they have come in and Eastern is expected to be there on Tuesday the 19th to continue with the upgrade and the work should be completed by the end of the week.

Town Highway Shim Coating – The Town Highway Dept. was doing shim coating work on some of the roads within the WLSD and the District supplied the Town with 8 one inch risers needed for the work. Charlie reported that he was able to locate and purchased 10 risers at a cost of \$1,500.00. The Town installed the risers as they did the road work.

Flow Meter Calibration – At a cost of \$330.00, the annual calibration of the flow meters, which is necessary to keep in State Compliance, was done by Paul Santoro on Nov. 4th

Office Trailer Power Supply – To correct low power issues which were causing problems with the office computers, work was done by Integrity Electric to upgrade the power supply to the office trailer.

October Plant Flows – The average daily flow for October was 74,000 gpd with a maximum daily flow of 95,000 and a total rainfall of 2.55". To date for November the average daily flow is 72,000 with a maximum daily flow of 85,000 for a total rainfall of 1.16".

Pickup Truck Repair – The total cost for the necessary repairs to the pickup was \$2,681.00.

There were no other items discussed under the Plant Managers report and Charlie Ekstrom left the meeting at 6:20 P.M.

MONTHLY FINANCIAL REPORTS: District Treasurer Jim Mersfelder reported on the following: Tax Collections – Collection of outstanding delinquent taxes continues to come in a moderate pace. There are a total 37 outstanding delinquent taxpayers vs. 51 last year at this time. The Full Year Operating Forecast detail by month shows the District Budget to be under expended by \$29,494.80. Explained were the changes under the Capital/Cash Flow Plan showing the changes in the cost of Deep Cut Sewer Line Refurbishment and the upgrades to Pump Stations number 7 & 2.

Jim Mersfelder reported on the good news received from Dave Prickett regarding his meeting with Michael Rendulic of USDA-RD. Michael had reported that the application submitted by the District was complete and looked good. Based on Goshen's mean household income, it makes Goshen eligible for a grant between 0% and 45%. Noted was the possibility that there may be a way to combine RD Grants with CWF grants to get to the 45% level with the funds to be split with 30% grant from USDA and 15% from the CWF. The rates and timing of the loans would be different but it would lessen the total impact on the taxpayers. It was noted that loan rates change quarterly and are currently at 3.5%. RD has approximately \$8M available now through the Federal budget date of

January 15, 2014. With the Pump Stations and I/I projects being shovel ready we may be able to move forward if the grant percentage is favorable.

Discussed was the timing relative to the availability of funds and what needs to be done prior to receipt of funding dollars. The District needs to receive direction from DEEP relative to pumping to Torrington or on site disposal, resolution on the issue of how the District will collect the money to pay down the loan and the holding of a special taxpayers meeting to get approval for additional funding.

The reports submitted to the DEEP by W & C relative to the results of the disposal bed testing have received some favorable response from some members of the DEEP on the results of the disposal beds testing done by W & C and it is hoped that the on site disposal option will receive full DEEP approval.

June 30, 2013 Fiscal Audit Report – The June 30, 2013 Financial Audit report has been received from Auditor Joe Rodgers of Carney, Roy & Gerrol, P.C. Jim Mersfelder reported that the issue of bank risk exposure on District Funds had been resolved for the audit but that he and Richard Reis would be looking at what more can be done to further protect the District's funds against loss.

Accounting System Upgrade- Jim Mersfelder and Richard Reis continue to look into the change over of the accounting system to a cloud based accounting software program. Based on payroll time constraints under the Peach Tree Accounting software, the cost of the two cloud based solutions looked at and the need for further research regarding feeding the Quality Data Tax Software into a new system, the decision was made to renew the Peach Tree Accounting program for another year. Research would also be done to see if there is an upgrade in the Peach Tree Accounting program that would be able to generate the reports in the system that are now being generated by spread sheet.

There was no further business to come before the meeting. Ray Turri called for adjournment and the meeting adjourned at 6:36 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT

Joan M. Lang, Secretary & Clerk of both boards respectively