

MINUTES WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY AND  
BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT  
MONDAY, SEPTEMBER 17, 2012, 6:00 P.M. CONFERENCE ROOM WOODRIDGE  
LAKE CLUB HOUSE EAST HYEDALE 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.

PRESENT: Raymond A. Turri, James Hiltz and by conference phone Jim Mersfelder. Excused absence, Joan M. Lang and Bob Goldfeld. Also present, Woodridge Lake Sewer District Plant Superintendent, Charlie Ekstrom.

APPROVAL OF MINUTES: The minutes of the August 20, 2012 Meeting were presented for approval. A MOTION WAS MADE BY Jim Mersfelder seconded by Jim Hiltz to approve said minutes as presented. No discussion, SO VOTED.

The minutes of the Special Meeting of August 28, 2012 were presented for approval. A MOTION WAS MADE BY Jim Mersfelder, seconded by Bob Goldfeld to approve said minutes as presented. No discussion, SO VOTED.

REPORT FROM PLANT MANAGER: Charlie Ekstrom Plant Manager presented his monthly report to the Board reporting on the following:

RIGHT OF WAY CLEARING- With the exception of the clearing of the property adjacent to the Phillips property all ROW work has been completed. Based on the fact the Board has given Mr. & Mrs. Phillips several opportunities to meet with the Board relative to the clearing of the ROW adjacent to their property and they have not done so, the Board gave unanimous approval to Charlie Ekstrom to proceed with the clearing of the Right of Way adjacent to the Phillip's property.

Aeration System-New piping and diffusers have been installed on the aeration tanks.

Collection System-Revaluation was done on the 40 manholes that were previously inspected for indications of infiltration. Twenty one are high priority on the repair list, 9 are medium and 10 are low and could be done at a later date. This information was provided to Woodward & Curran to be included in their report for the October 8<sup>th</sup> meeting.

Treatment Plant Roof repair- Charlie Ekstrom presented the Board with quotes received from three vendors. Low Bid \$9,600, middle, \$18,500 and high \$27,400. Due to the major variance in the bids, Charlie was given two other roofing firms to call for quotes. Upon receipt and review of the additional quotes, a decision to accept one of the bids would be made by the Board.

Plant Flows – Total flow for August 2012 was 2.709 MG, with an average daily flow of 87,000 gal, and a max daily flow of 113,000, gal per day. Precipitation for the month was 6.29". To date for September the average daily flow is 81,000 gal with a total rainfall of 3.37".

MONTHLY FINANCIAL REPORT FOR AUGUST 2012: Treasurer Jim Mersfelder reported on the following – Collection of delinquent taxes is a jump to 69 delinquents from 27 the prior month due to the number of taxpayers who did not pay their second payment on a timely basis. Ninety day letters were sent to the new delinquents as per our collection process. Of the 26 significantly delinquent taxpayers, eight of which have been turned over to the State Marshal, ten are under a payment plan. The Marshal collections were reviewed in detail and four of the eight have made a significant effort to make payment and four have made no payments. The most delinquent account goes back to the first payment due in 2009 but this property is in bank foreclosure so we will receive our back taxes. If uncollected taxes remain at the end of next 90 day cycle for collection of back taxes by the Marshal, the Board will need to give consideration relative to going to foreclosure or tax sale for the collection of the outstanding taxes.

Budget expenditures as of August 31, 2012 – The estimated budget expenditures for August 2012 were \$57,168.00 with actual expenditures of \$69,314.29 or a negative variance of (\$10,574.17). This was due \$4,500 in salaries due to calendarization and unplanned maintenance of \$1, 500 and no revenue from sewer connection charges anticipated at \$6,000.

Capital expenditures as of August 31, 2012 – Reviewed were the Budgeted vs. Projected Capital Expenditures for the 2012/2012 Fiscal Year which is showing a over budget full year forecast of \$680,097.00. It was reported that last fiscal year we spend \$221,194.74 less than planned in Capital Projects. The major causes of this under spending were due to the delays in completion of the Scope of Work project and will need to be completed in this fiscal year. These prior year expenses which are calculated to be \$176,000 will need to be added to the already taxpayers approved capital expenditures of \$630,327.80 for 2012/2013. This will bring the total up to a projected \$1,309,424.05 of which a long term Clean Water Fund loan of one million dollars will be applied for I & I remediation work. These changes will need to be approved by the taxpayers in a Special Meeting scheduled for October 27<sup>th</sup>.

The new Audit Firm completed their audit and the draft received indicates that we have received a “clean audit” without any reportable deficiencies. The Fund Balance is \$200,228.00 higher than planned due to the delays reported in the Scope of Work Project. The audit will be available at the October special meeting of the taxpayers so that we can have independent accounting of the District’s June 30, 2012 year end Fund Balance.

The new balance lever required to pay for our lock box operation has been set at \$180,000.00 by Union Savings Bank and he necessary money movements will be made by the Treasurer.

OPERATIONS COMMITTEE REPORT: None

PLANNING COMMITTEE REPORT: Discussed was the October 27<sup>th</sup> date for a Special Meeting of the Taxpayers of the Woodridge Lake Sewer District.

The meeting has three primary purposes:

1. To re-appropriate \$176,000 from last year's budget to the current year's budget. This is for work on our Facilities Plan Update that was not spend during the last fiscal year due to timing issues but will be expended this year.
2. To consider a major expenditure of \$983,000 to reduce the large amount of inflow and infiltration (I/I) in our collection system (\$529,000) and to install a control and monitoring system (SCADA) at our pump stations and plant to monitor flows, spot sources of I/I and reduce the potential for back-ups and overflows (\$454,000). However, as \$459,625 of the expenditure on I/I was approved as part of the 2012/2013 Budget at the May 26, 2012 Budget meeting, the resolution calls for taxpayers to approve the SCADA expenditure of \$454,000 plus an additional \$69,375 for the I/I remediation work for a total of \$523,375..
3. To approve the financing of the \$983,000 expenditure through a loan of that amount for the state's Clean Water Fund at 2% over 20 years. The wording in the authorization provides the District with the flexibility to seek financing from other more attractive sources if available. We anticipate being able to inform you at the meeting that DEEP has pre-approved the District for the Clean Water Fund loan.

In addition to asking you to approve the resolution, the District will use this opportunity to update you on its important work on it Facilities Plan Update.

OPEN END ITEMS FROM PREVIOUS MEETING: None

ADJOURNMENT: There was no other business to come before said meting. The meeting adjourned at 7:06 P.M.

Respectively submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY  
WOODRIDGE LAKE SEWER DISTRICT

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