

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, OCTOBER 20, 2014, 6:30 P.M. WOODRIDGE LAKE CLUB HOUSE
EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Acting at the request of and in the absence of Raymond A. Turri Chairman and President of both Boards respectively, Joan M. Lang Clerk and Secretary of both Boards respectively called the meeting to order at 6:35 P.M.

ATTENDANCE: **Board members** Joan M. Lang, James Hiltz, Robert Goldfeld and by conference phone, Jim Mersfelder. Excused absence, Raymond A. Turri. Also present Richard Reis, Chairman of the Woodridge Lake Sewer District Financial Committee, Charles Ekstrom, WLSA Plant Superintendent and property owners Al Shull and Scott Donahue.

APPROVAL OF MINUTES: The minutes of the August 18, 2014 WLSA/WLSA meeting were presented for approval. A MOTION WAS MADE BY Bob Goldfeld seconded by Jim Hiltz to approve said minutes. There was no discussion or corrections noted under the minutes and the minutes were approved as presented. The September Meeting was cancelled.

MONTHLY OPERATIONAL REPORT: The operational report for period covering August 19th through October 20, 2014 was presented by Plant Superintendent Charlie Ekstrom who reported on the following: Said report is on file with the minutes of this meeting.

Personnel: Noted under personnel were the Sick Days used
Jason Patrick – one day – one floating holiday
Mark Theriault – one day – 5 vacation days
Mike Migaldi – 2 days – 1 ½ vacation days

Projects: Pump Station #2 Hatchway – Replacement of the hatchway was completed on September 9th. Replacement of the hatch was more complex than originally thought. Which required the old cover to be cut out of the concrete slab and new metalwork be fabricated for the pulp slide rails. Hot patch road repair was provided by the Goshen Highway Dept.

Pump Station #3 – On September 11th there was a series of alarms with Pump #2 at Pump station #3. Eastern was called in to service the pump and their evaluation found that the lower seal and power cord has failed and the impeller was badly worn. Eastern working with McVac came in on Sept. 18th to clean and inspect the wet wells on Pump Stations #1, 2,3,7,8. Inspection found both bases at PS #3 were broken free from the bottom of the wet well and the locking ears were also broken. Charlie Ekstrom recommended and sought approval from the Board to rebuild the station with stainless steel bottom plates, new bases, check valves, shut off valves, slide rails, chains pump impellers and bottom seals. Estimated cost to rebuild the pump station is approximately \$24,082.00. The quoted cost of pump repairs, replacement of power cable and lower seals is \$6,260.92 with replacement of the impellers and bearing kits for both pumps \$7,780.13 for a total cost of \$38,123.19. Charlie Ekstrom requested and had received on line e-mail approval from all Board members to proceed with the pump repairs and rebuild of pump station #3.

Pump Station #8 – During wet well cleaning the base of one of the pumps was found to be loose from the wet well bottom. Weston & Sampson in rebuilding the Pump Station in 2009 did not properly shim

the base which over time caused the pump to be able to move and one of the locking ears to break. A quote from Eastern to repair the ear and install stainless plates under the pumps is estimated at this time to be between \$10,000.00 and \$15,000.00. A MOTION WAS MADE BY Jim Mersfelder seconded by Bob Goldfeld to approve the expenditure of up to \$15,000.00 for the repairs to pump station #8. There was no discussion on the motion, SO VOTED.

Plant Pump – A power surge damaged the pribusin, a phase monitor and blew a fuse. Items were repaired with stocked items and two phase monitors at \$138.00 each and a replacement pribusin control board costing \$670.00 were purchased.

Flatbed Truck Tires –Routine inspection found the tires on the flatbed truck to have dry rot and severe cracking. The six tires were replaced at a total cost of \$2,380.00.

Bed Mowing – The bed mowing is completed for the season. Mower has been serviced and covered for the winter. The tractor will be going in for its annual service by Stanton next week.

Chemical safety program – In compliance with OSHA safety requirements a computer program was purchased. All plant personnel are now current with both OSHA confined space and Hazardous material requirements.

Plant flows – The average daily flow for August was 92,000 gallons, with total precipitation of 7.73". For September, the average daily flow was 65,000 gpd with total precipitation of 0.88". To date for October the average daily flow is 67,000 with 2.91" of precipitation. It is believed at this time that the Deep Cut repairs have had a major impact on infiltration reduction.

Jim Mersfelder reported that late this afternoon he had received word that the USDA engineers had completed their review of the plans and specifications for the Woodridge Lake Sewer District projects. They were found to be in accordance with applicable regulations and guidance and approval was given. The District can now go to bid on the SCADA and I & I projects. It was felt that some of the SCADA work could be done during the winter months. I & I work will start in the spring. No money for the projects will be received until such time as over 50% of the total bill has been spent by the District for both of those projects with April or May being the earliest time to receive any grant money. Charlie Ekstrom will be working with Dave Prickett in moving forward with the bid process.

There were no further items discussed under the Operational Report and Charlie Ekstrom left the meeting at 6:55 P.M.

MONTHLY FINANCIAL REPORTS – Jim Mersfelder treasurer for the Woodridge Lake Sewer District reported on the following: Sewer Tax Collection – Total delinquent taxes \$31,383.00 with the total number of delinquent taxpayers at 46 vs. 76 delinquents last year at this time. Five are on payment plans ten are with the Marshal for collection. The remaining are those who have not paid the July installment.

The Budget summary continues to show a favorable variance of \$4,130.00 of Budget vs actual for the

period ending 9/30/2014. Noted under the operating budget was the cost for environmental insurance and the fact the cost almost doubled the budgeted amount. Without doing major upgrades to the plant, it is believed that it is the best coverage we can get at this time. Also noted was the \$7,170.28 expenditure for legal and professional service required for the Districts special meeting with the taxpayers. Revenue is showing a favorable variance of \$5,088.00. The capital repairs noted under the report from the Plant Superintendent were not part of the 2014/2015 fiscal budget. At this time it is believed that the major capital expenditures will come with the Engineering Upgrade Design and Construction Phase, which have been moved out to the next fiscal year. The under capital budget at this time is \$1,219,638.00. Under the cash accounts Jim Mersfelder reported that he and Richard Reis would be looking at the amount of cash being carried in the STIFF account and would come back to the November meeting with a recommendation relative to the moving of some of the money into additional term accounts. There was no further discussion or questions on the 9/30/2014 WLSD financial reports.

June 30, 2014 Audit Report: The draft Audit Report along with a copy of the Management Letter had been e-mailed to all Board members for their review. Jim Mersfelder stated that he was happy to report that it was a super clean audit. Prior to submission for inclusion in the Audit report, the draft WLSD Management Letter jointly written by Jim Mersfelder, Richard Reis and Bob Goldfeld was reviewed. The only change to be made was in the "Looking Forward" section of the management letter was to include the interest rate amount under the USDA Loan.

Joan Lang reported that a \$250,000.00 90 Day CD was coming due and after a brief discussion, it was decided to roll it over into another 90 day CD. Joan Lang was requested to check with the banks to see what the rates are at this time for 30, 60 and 90 day CD's.

Acting on advice from Legal Counsel, no discussion was held on the Action Items report received from Dave Prickett of Woodward & Curran.

Potential Connection Numbers: Needed for either option, on site or going to Torrington, is verification of the total number of connections into the WLSD Sewer System. As part of the process, Jim Mersfelder had compiled a list of the current connections and the potential for approximately 184 future connections. The list at this time, based on current zoning, includes an estimated 60 lots that have the potential to be subdivided, thirty three wetland lots that have the potential to be determined unbuildable. Discussed was the need to let the lot owners know the impact the number of connections into the system will have on the operational cost to the District. The Board members present were in agreement that contact should be made with the owners of the listed potential lots and give them the option to provide certification that their lot or lots are unbuildable or the potential future build out. The Board would address the matter at the November meeting before sending out a letter of explanation, and the options open to the lot owners. Woodridge Lake Property Owner Scott Donahue present at the meeting noted that he was in agreement with the Board that now was the time to have the property owners provide certification if their lot cannot be built on.

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There was no other business to come before the meeting. A MOTION TO ADJOURN WAS MADE BY Bob Goldfeld seconded by Jim Hiltz. The meeting adjourned at 7:35 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT

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