

**MINUTES FOR THE JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, JUNE 18, 2018, 3:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE WOODRIDGE
LAKE CLUBHOUSE, EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT**

CALL TO ORDER: James Mersfelder, Vice-President, called the meeting to order at 3:01 PM.

ATTENDANCE: Board members present, Richard Reis, Alfred Shull, James Hiltz, and Alternate Jeffrey Clark and by conference phone James Mersfelder, also attending Laurie Mosley Tax Collector and Recording Clerk, Plant Superintendent Mark Theriault, AND Attorney Bruce Chudwick, from Shipman & Goodman, Attorneys at Law.

EXCUSED: Raymond Turri.

A MOTION WAS MADE BY, Alfred Shull, seconded by Jim Hiltz to appoint Alternate Jeff Clark to board member to fill in for the excused board member. There was no discussion, **SO VOTED.**

A MOTION WAS MADE BY, Alfred Shull, seconded by Jim Mersfelder to change the order of the agenda. The executive session would be moved up to the top for Attorney Bruce Chudwick. There was no discussion, **SO VOTED.**

A MOTION WAS MADE BY, Alfred Shull, seconded by Jim Mersfelder to revise the following to the agenda under Executive Session:

Torrington Water Company

Executive Session pursuant to CGS Section 1-210(b) (10) - review of attorney-client privileged communication - response to May 16, 2018 letter from Attorney J. Michael Sconyers.

There was no discussion, **SO VOTED.**

A MOTION WAS MADE BY Jim Hiltz seconded by Alfred Shull to go into Executive Session at 3:10PM. No discussion, **SO VOTED.**

At 4:00 PM A MOTION WAS MADE BY Alfred Shull, seconded by Jim Hiltz to come out of Executive Session. No discussion, **SO VOTED.**

APPROVAL OF MINUTES: The minutes of the regular board meeting held May 21, 2018, the Annual Budget meeting held May 26, 2018 were presented for approval.

A MOTION WAS MADE BY, Jim Hiltz, seconded by Alfred Shull to approve said minutes as written. There was no discussion on the minutes, **SO VOTED.** Richard Reis was not in attendance at these meetings so he abstained from voting.

REPORT FROM PLANT SUPERINTENDENT-MARK THERIAULT

- 5/22 New blades were installed on the bush hog and Chuck started mowing today.
- 5/23 Joe and Mark went with Mike from Woodard & Curran on the remaining borings needed along Rt.4 and Rt. 63. They helped with signage and traffic. Very little concrete was found.

- 5/29 Eastern started the wet well cleaning. They cleaned the main plant E.Q. tank, grit channel and wet well, along with stations 1, 2,3,5,6,7,8,9 were cleaned last week. Eastern installed rock catchers at station 9 at the time the wet well was cleaned. Mark noted- The rock catchers that he had installed at station 6 are working perfectly so far. All rocks and heavy grit are being held back from entering the pumps (according to Tony). Mark submitted a Pump Station Assessment report on the project. (This report is filed with the minutes)
- 5/30 the seal on return pump 2 at main plant went bad. The pump was taken out of service and removed. Mark had Eastern take the pump back to their shop to repair it at the end of the day today.
- 6/8 we pulled the sludge press apart, power washed the screen and removed rags from the auger. New polymer injectors were also installed. The press had been giving us trouble for the last couple of weeks, it is running much better now.
- 6/14 I talked to Tony from Eastern today about repair costs for return pump 2 at main plant. The cost to repair the pump is \$6743.18
- Plant Flows- for May the average daily flow was 70,000 gal/day and the total rainfall was 1.25 in. To date for June the average daily flow is 80,000 gal/day and the total precipitation is 3.43 in.

Mark then reported that last Friday June 15 we ran out of water at the plant. He called Grella's Well Drilling and they came out to look over what might be the issue. The water pump had burned out. The pump is 960 feet down the 1025 foot well. Both the piping and pump needed to be replaced. Today, Monday June 18th they have completed doing that. Mark is not sure of the total cost of this emergency repair but he is estimating it at \$17,000-\$19,000.

Jim asked Mark to report on the snow plow and sander bids for the new truck. Mark discussed each bid, not all were equal to the other, in parts included.

Universal Body and Equipment- \$10724.20
 Cranes Outdoor Power Equipment- \$9950.00
 Crowley Ford- \$12,304.71
 OEM Fisher (online) - \$11,902.40

It was discussed that Universal had more to offer, including future maintenance availability. Ray Turri and Mark recommended Universal to purchase from. **A MOTION WAS MADE BY** Alfred Shull, seconded by Jim Hiltz, to approve Universal as the vendor to purchase the plow and sander from. No discussion, **SO VOTED.**

MONTHLY FINANCIAL REPORTS: Jeff Clark reported the financials. Jeff reported on the Budget Summary first. Under income, he noted we have taken very little in at \$4109. It is the quietest time of year for collections. Under expenditures, we spent \$52,662, \$320 under budget, but that is mainly due to lower personnel costs. Under revenue, the year to date variance, was up by \$13,872 which is mainly due to increased profit from the cell tower and the sale of the old generator. Under expenditures, there was a journal entry posted showing the trade in value loss of the old truck at about \$6000.00. Under capital, we spent \$23,072 on Engineering upgrade, pump station 2 pump 2, flow monitoring and inspection of the Force Main. Jim did comment that the inspection of the Forced Main should start

towards the end of the summer. Under the full year forecast, we should have \$349,615 in the bank to start the new fiscal year, however Jeff noted, the new water pump/pipe is not in those figures! Finances look good. Under delinquencies, we closed the month out with only 13 accounts. This time last year there were 18. Collections are doing great.

NEW BUSINESS: Jim Mersfelder asked the Board if they thought it would be a good idea to put an update in the mailing of the tax bills the end of June. The board thought that would be a good idea. Jim asked Al Shull to write the letter. Al will write the letter and get it to Laurie as soon as possible.

OLD BUSINESS: None

A MOTION WAS MADE BY Alfred Shull, seconded by Jim Hiltz, to adjourn at 4:30PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

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