

MINUTES SPECIAL MEETING WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY,
MONDAY, NOVEMBER 29, 2010 6:00 P.M. CONFERENCE ROOM WOODRIDGE LAKE CLUB
HOUSE:

CALL TO ORDER: Chairman Raymond Turri called the meeting to order at 6:09 P.M.

PRESENT: Raymond Turri, Joan M. Lang, James Hiltz and James Mersfelder by phone conference.
Excused absence, regular member Charles Karnolt and alternate Edward Stempel.

Item # 1: Board consideration of the Scope of Work Contract with Woodward & Curran for the updating of the Districts' Facilities Plan and the appropriation of \$250,000 to cover the District's cost of the Scope of Work Study. Chairman Raymond Turri noted the work done by the District's Planning Committee in the selection of Woodward & Curran Engineering Firm in meeting the DEP requirements through the RFQ process. Woodward & Curran and the Planning over the past two months have worked to provide the proposed Scope of Study work. The total cost from Woodward & Curran of the Scope of Study is \$563,000. Of that amount 55% would be covered by the DEP with the District being responsible for approximately \$250,000, with a large portion of that amount covered under the current 2010/2011 WLSA Fiscal Budget

A MOTION WAS MADE BY James Mersfelder, seconded by James Hiltz to approve the \$250,000 WLSA share of the \$563,000 expenditure for the Scope of Study work with Woodward & Curran for the updating of the Districts' Facilities Plan. There was no discussion on the motion. **SO VOTED.**

Item #2: To consider the date of Saturday, December 18, 2010 for the holding of a meeting of the voters of the WLSA for the approval of the \$250,000 expenditure by the taxpayers of the District. At that meeting would be informed relative to the progress that has been made to date and have the opportunity give their vote of approval of the \$250,000 expenditure. **A MOTION WAS MADE BY** James Hiltz seconded by Raymond Turri to approve the date of December 18, 2010 at 9:00 O'clock A.M. for the holding of a Special Meeting of the taxpayers of the WLSA. Under a brief discussion, it was determined that the use of the club house would be available for that date. No further discussion, **SO VOTED.**

Item #3: Board consideration of the proposed Operations Committee Salary Structure for WLSA Plant Personnel. Prior to the meeting the Board Members had received a copy of the proposed Salary Structure and been informed of the research work done in the preparation of said proposed Salary Structure. **A MOTION WAS MADE BY** Raymond Turri seconded by Joan Lang to institute into the Operations Salary package the November 15, 2010 Salary Structure as part of the Employee structure for the WLSA. Under discussion, it was noted that the implementation of the Salary Structure would be done at or around the time the Employee interviews are held relative to their job descriptions and as it relates to the administration under the Revised Employee Handbook. No further discussion, **SO VOTED.**

A brief discussion was held concerning the billing and payment process for the work done by

Woodward & Curran under the Scope of Study. As projects are completed under the Scope of Work, Woodward & Curran would present the bill to the WLSD for approval for payment. Once approved by the Board, the bill, along with documentation on the work done, would be sent to the DEP for their approval and give authorization for release of funds for payment from the fund set up by the State for the Scope of Study.

There was no other business to come before said meeting. A MOTION TO ADJOURN WAS MADE BY James Hiltz seconded by Joan M. Lang. The meeting adjourned at 6:20 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY

Joan M. Lang, Secretary