

MINUTES REGULAR MONTHLY MEETING WOODRIDGE LAKE SEWER DISTRICT SEWER
AUTHORITY MONDAY AUGUST 16, 2010 -7:00 P.M.

WOODRIDGE LAKE CLUB HOUSE: 4 BOARD MEMBERS PRESENT

CALL TO ORDER: Chairman Raymond Turri called the meeting to order at 7:05 P.M.

ATTENDANCE: Board Members Raymond Turri, Charles Karnolt, Joan Lang and Edward Stempel who arrived at 7:25 P.M. Also present Plant Supt. Charles Ekstrom.

APPROVAL OF MINUTES: Presented for review and approval were the minutes of the WLSDSA Meeting of July 19, 2010. **A MOTION WAS MADE BY** Charles Karnolt, seconded by Joan Lang to approve the minutes as presented. Open issues under the minutes would be addressed later in the meeting. There was no discussion on the minutes. Said minutes were **APPROVED AS PRESENTED**.

REPORT FROM PLANT MANAGER: Plant Manager Charles Ekstrom presented his monthly report dated 8/16/2010. Said report is on file with the minutes of this meeting.

Items covered under said report: **Personnel-** Vacations days taken Lyle 2 and Mark 5 days without pay. Mark has completed the first Sacramento Wastewater Course and test sent in for grading. Jason Patrick passed the DEP Operator Grade I certification exam. Once his certificate is received he will be able to be worked into on call rotation. The Chair requested that James Mersfelder, Chairman of the Operations Comm. be notified that Jason has passed the DEP Operator Class I Certification Test. It was also noted that Louise Roraback who is working with the Operations Committee in an Employee Human Resources Capacity would be meeting with the WLSA employees this week.

Projects: Collection System Inspections – To date approximately three quarters of the manholes not in right of ways have been opened and inspected. Due to Plant Maintenance and cleanup, inspection of manholes was temperately put on hold. **Tertiary System-**Weston & Sampson has completed the rebuilding of the pumps and check valves, which are ready to be installed. Two copies of the draft proposal of the Control system were also receive from Weston & Sampson with one copy being sent to Brian Curtis of Nathan L. Jacobson for his input. Once the controls are approved it will take four weeks for construction. It was felt that it would not be a good move to install the pumps until such time as all the other equipment is installed. It was requested that Charles Ekstrom received in writing an opinion from Weston & Sampson that there would not be any problem in installing the pumps in the wet pump chamber two months prior to start of operation of the system.

Plant Pump- Preliminary drawings for the access road were received by Ray Turri from Bill Colby with the specifications to be given to Charles Ekstrom on Tuesday. Discussed was the fact that the drawings do not show any area for the generator pad. Further research would need to be done relative to the best area for the placement of the Generator. Plant site Cleanup-The roof over the effluent tank has been removed with the roof debris and other scrap items removed from the Plant site. The Town of Goshen was given the pickup sander and ABS piping. Non district items have been cleaned out of the garage and basement. North Goshen Tree Service has completed the cutting of the trees and brush along the fence line. Work will need to be done relative to repairs to the fencing and front plant gate

and quotes are being sought for the fencing repair work. It was suggested that once the Office Trailer is in place that the access gate to the plant be locked.

Plant and Station Flows: For month of July total flow through the plant was 2.183 million gallons with an average of 70,400 gal. Per day. To date for August the average gal per day flow is 73,000 with weekend flows averaging 77,000 gal per day. Also reported was the results of the recent nutrient testing of area waterways adjacent to the plant property continue to show no impact on the water quality of the water due to the discharge of the treated effluent into the ridge & furrow beds.

Presented to the Ray Turri were copies of the updated job descriptions for Plant Superintendent, Chief Operator, Plant Operator and Lab Technician.

Reviewed by the Board were the applications for Membership into the Kerma Insurance Organization and the Connecticut Water Pollution Abatement Assoc. The Kerma Organization covers Municipalities within the State relative to providing guidance, free training and forms necessary to comply with all aspects of safety requirements. The cost of Kerma Membership is \$900.00. The cost of the CTWPAA is \$35.00 per year. Before signing on with Kerma, Ray Turri would check with our current Insurance Carrier to see what our Insurance provides relative to Safety Training Programs for no dollars

Board Member Edward Stempel arrived at 7:25 P.M.

Ray Turri reported that he and Charles Karnolt had attended a meeting held with the Town of Goshen, the Town Building Dept. and the Planning & Zoning Official who also serves at the Wetlands Officer. The First Selectman Robert Valentine, Martin Connor, Zoning Enforcement Officer and the Goshen Building Official have agreed to follow the same requirements used by the Town when someone applies for a building permit to build on a piece of property in Goshen that is not within the WLSA Subdivision of which, the first requirement is to get approvals and a Permit from the Torrington Area Health and then follow the remaining requirements of the Town which must be completed before the Goshen Building Official can sign off. When someone from the WLSA comes to the Town looking for a building permit, the Building Inspector will look for the WLSA Permit and approval which has been signed off on by the WLSA Plant Superintendent Charles Ekstrom. The same procedure will be followed for the issuing of a Certificate of Occupancy.

It was reported hat Charles Ekstrom had had the opportunity to meet the members of the Planning Committee and their first step to produce an Engineering Firm under the approval of the CT DEP. Four Engineering Firms have submitted RFQ's and will be put through hours of review and interviews. the State DEP will be part of the interview

process which will be held on Monday, August 23rd. With the hope that the point will be reached where the District can select an Engineering Firm that will meet the requirements of the DEP and be able to look for dollars from the State that will be help the District with the design cost. Ray Turri reported that he had met with the Chairman of the Harwinton Water Pollution Control Authority relative to their collection system contract with the City of Torrington part of which reads that if they go above the bench mark of gallons per day under the contract that are fined. Based on that fact, the Harwinton

WPCA followed through and used the Engineering Firm of Wright / Pierce to provide a five step plan for an I & I Study and also hired Wright/Pierce to do Inflow and Infiltration Study. As a result of the Study, the Harwinton WPCA reduced their flows by almost 50%. Their flows are approximately 40,000 gal per day with their annual cost to Torrington at approximately \$40,000.00. The average home owner pays approximately \$380.00 per year in sewer taxes. A copy of the Harwinton WLCA I & I study was given to Charles Ekstrom for his review. Charles Ekstrom left the meeting at 7:45 P.M.

Budget/Financial Report for period ending 7/31/2010: Treasurer Charles Karnolt reported that Darrin Newbury CPA would be working with Joan oversee the closeout of the Financials for the Fiscal Year ending 6/30/2010. It was reported that the Budget expenses were in line for the first Month of the Fiscal. For the purpose of handling the cash flow and investment dollars, a projection of cash flow requirements would be needed. Contact has been made with Union Savings Bank which handles the District Operational Checking Account to see what they have to offer regarding the District Banking of investment dollars with Union Savings. Based on the current low interest Rates on CD investments with Edward R. Jones, Charles Karnolt made the recommendation that the District close out the ERJ accounts and move the CD's as they become due into accounts with Union Savings which offer a little better interest rate and accounts that will also give the District access to the money without penalty if needed to meet budgeted expenses. Union Savings also offers CEDAR accounts for investments in CD's. **A MOTION WAS MADE BY** Charles Karnolt seconded by Edward Stempel that the District close out the Edward R. Jones Investments accounts and move those dollars into better interest bearing accounts with the Union Savings Bank. It was noted under the motion that those funds would be FDIC insured. **THE VOTE WAS UNANIMOUS.** Treasurer Charles Karnolt would oversee the transfer of funds from ERJ to Union Savings. Members of the Financial, Operations and Planning Committees would be notified of the transfer of funds.

WOODWARD & CURRAN CONTRACT: Ray Turri presented the Contract from Woodward & Curran for Scope of Services for WLSL Facilities Plant Update Assistance. Said Contract fee in the amount of \$37,900.00. The work being based on an hourly rate with said expenses based not to exceed the proposed budget. The Original Contract was given to Joan Lang to be kept on file at the WL Treatment Plant Office. Ray Turri requested that prior to payment any invoices received from Woodward & Curran be sent to him for review and approval from him and that of Ken Green Chairman of the Planning Commission.

Report from the Finance Committee: In the absence of the Richard Reis Chairman of the Finance Committee, Ray Turri reported that they had met and the Finance Committee was recommending that the District hire Darrin Newbury, CPA of Newbury & O'Rourke as a Financial Consultant for the District. At the request of Ray Turri, Darrin Newbury would be asked to see if he can work with the District to provide a monthly operational cost of the District. **A MOTION WAS MADE BY** Joan Lang, seconded by Charles Karnolt that Darrin Newbury, CPA be hired by the District as a Financial Consultant. There was no discussion, **SO VOTED.**