

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, AUGUST 18, 2014, 6:00 P.M. WOODRIDGE LAKE CLUB HOUSE
EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Raymond A. Turri, Chairman and president of both boards respectively called the meeting to order at 6:00 P.M.

ATTENDANCE: Ray Turri, James Hiltz, Joan Lang and by conference phone Jim Mersfelder and Bob Goldfeld. Also present, Charles Ekstrom, Plant Superintendent and Richard Reis, Chairman of the WLSO Finance Committee.

APPROVAL OF MINUTES: The minutes of the July 28, 2014 Woodridge Lake Sewer District meeting were presented for approval. A MOTION WAS MADE BY Ray Turri seconded by Jim Mersfelder to approve said minutes. There was no discussion on the minutes and said minutes were approved as presented.

MONTHLY OPERATIONAL REPORT: Charlie Ekstrom having recuperated from Open heart surgery was welcomed back and presented the Operational report dated August 18, 2014. Said report is on file with the minutes of this meeting. The following items were noted under said report:

Personnel - Mark Theriault took the DEEP Class III Plant Operator exam on July 9th, but did not pass. He will take the exam again in January. Jason Patrick used ½ personal day and the floating holiday, Mark Theriault used 1/2 sick day. Charlie Ekstrom informed the Board that he would be out on Wednesday for the last session of cardiac therapy and a Doctor's appointment and would be back on his regular work schedule the following week.

Projects: Pump Station #2 hatchway- The project to replace the hatchway, which required the hatchway to be custom made was started in June by Eastern. Delays occurred when it was found that the new hatchway had too large a base. The problem was corrected and Eastern has scheduled to install the hatchway of Tuesday, August 26th.

New Pickup Truck – A new 2014 F-150 crew cab pickup truck was purchased from Litchfield Ford at a cost of \$31,428. 00. \$1,500 was received as trade in for the old pickup. The final cost included a sprayed on bed liner. New decals were made up and installed on the truck doors.

Analytic balance- The new analytic lab balance was purchased for a total cost of \$1,912.00 and comes with a three (3) year warrantee.

Confined space safety program - The new program was received on August 11th and all three of the plant personnel have completed the safety course and have received their certificates. It is a computer based course purchased by the District and the District would offer its' use to the Goshen Fire Company or Highway Department if they wish to use it for their personnel.

Environmental Insurance – Charlie met with Insurance Agent Tom McKiernan on August 12th to review and answer questions regarding the environmental Insurance. Concern was expressed relative to the repairs to the collection system. A scheduled start date for the project was requested and Tom McKiernan was given Dave Prickett's contact information.

Plant Flows: The average daily flow for July was 100,000 gallons with a max daily flow of 145,000 gallons and a rain fall of 7.73". To date in August, the average daily flow is 95,000 gallons with a maximum daily flow of 129,000 and a rain fall to date of 5.39".

Catastrophic Plant Failure: Charlie gave a brief overview of what could happen and how it could be handled if there should be a catastrophic failure. Items on the list for possible failure are the 40+ year old tanks, the drive mechanism on the clarifiers, extremely high flows from heavy rains or snowmelt, extended power outages and equipment failure at one of the pump stations. Noted was what action could be taken to handle any breakdown while things were being repaired or replaced. Noted were several items the plant has in stock to be used if needed. Charlie Ekstrom reported that although no major emergencies occurred while he was out for six weeks, that he is comfortable that the plant personnel is capable of handling emergencies and they are not afraid to asked for help if needed.

There were no other items discussed under the operational report and Charlie Ekstrom left the meeting at 6:20 P.M.

Purchase of Pickup Truck: **A MOTION WAS MADE BY** Ray Turri, seconded by Joan Lang that the Board ratify the purchase of the 2014 F-150 pickup truck in the amount of \$ \$31,428.00 from Litchfield Ford with a \$1,500 trade in for the old truck. There was no discussion, **SO VOTED.**

MONTHLY FINANCIAL REPORTS: The Budget report for period ending July 30, 2014 was presented by Treasurer Jim Mersfelder who reported on the following: Delinquent Taxes- The District finally received all the money from the Marshal. Collected in delinquent taxes for July was \$3,120.46 with most of it being collected by the Marshal. Due to the delays in receiving the money from the Marshal once it was collected the decision was made to not use him anymore. Between the use of a Marshal and the payment plan program the collection of delinquent taxes is moving along well.

Budget Report – The following Operating item were noted under the new Budget Summary Report for July: The variance in revenue received was due to the rounding up of the mil rate and the increase in cell tower rental. The favorable \$7,193.00 under personnel was due to the fact the Plant Superintendent was out on short term disability. Noted under the Capital Budget Report was the purchase of the new pickup coming in under budget by \$9,321.00. The budget variance for upgrade Engineering Design and Upgrade Construction are due to DEEP project delays. To help in projecting the cash flow, the major portion of the amount budgeted for I&I Remediation (Engineering), Construction have been moved out to April 2015 and the SCADA project has also been moved around to conform with the current projected schedule. Jim Mersfelder reported that all of the planning documents have been approved by USDA. The bid documents are still under review by the USDA Engineer with approval expected within two to three weeks. Once approved, the bids will go out to bid with a thirty day turnaround. The legal process for the opening and bid acceptance will be done in conjunction with Woodard & Curran, USDA and the District.

June 30, 2014 Fiscal Audit – The Financial Records for Fiscal Year ending June 30, 2014 have been reviewed by Financial Consultant Darrin Newbury and ready for audit. The auditor has already started in office audit work and we are waiting to hear from the auditor regarding a date for when they will be coming in to do the field work.

Report from Planning Committee: Due to the fact that there were no items that needed to be considered by the Planning Committee at this time, the meeting set for this date, August 18, 2014 was cancelled and another meeting would be scheduled when needed.

Torrington Option: Ray Turri presented to the Board for discussion and consideration the Torrington Option. The District has spent thousands of dollars to meet DEEP requirements for onsite discharge for 40 years, noting that enough money has been spent, getting the District nowhere with DEEP. Ray Turri suggested that we look at the other side of the picture, the Torrington Option. Ray Turri felt the time has come, to go to DEEP, let them know the Board is open to work with DEEP on the Torrington Option and let DEEP know if they are willing to work with the District they must also be open to providing funding to help reduce the financial burden of the taxpayers for the cost to go to Torrington Option. After discussing both the onsite and Torrington option at length, the Board was in agreement to request a meeting with DEEP to discuss the Torrington option however, both options should be kept on the table, the Planning Committee and Legal Counsel for the District should be informed and get their feedback before requesting a meeting with DEEP. Ray Turri would contact Ken Green and Atty. John Wertam on the matter.

Other Business: Request for tax refund- Presented to the Board for approval was a request from District Tax Collector Laurie Mosley to refund an overpayment of Sewer Taxes in the amount of \$1,493.79 to taxpayer Thomas Kaplan. **A MOTION WAS MADE BY** Ray Turri seconded by Joan Lang to approve said tax refund. No discussion, **SO VOTED.**

Jim Mersfelder discussed the information that was put on the District website relative to the items that were presented to the taxpayers at the July 26, 2014 Board Meeting. It was noted that a letter had gone out to all taxpayers after the meeting, notifying them of the website posting of the meeting but people continue to remain confused relative the estimated cost to the taxpayer for the proposed upgrades. Jim Mersfelder noted that he did not see anyone from the Wright family listed on the list of those present at the meeting and since they own an eight acre parcel of land within the District, Jim Hiltz was asked to contact they them on the matter.

There was no other business to come before the meeting. Ray Turri called for a motion to adjourn and the meeting adjourned at 6:55 P.M.

Respectfully submitted,

WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
WOODRIDGE LAKE SEWER DISTRICT

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