

MINUTES FOR THE REGULAR JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT MONDAY, DECEMBER, 16, 2019, AT 3:00 P.M. HELD IN THE CONFERENCE ROOM LOCATED AT THE WOODRIDGE LAKE CLUBHOUSE, 260 EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: Raymond Turri President, called the meeting to order at 3:00 PM.

ATTENDANCE: Board members present, Raymond Turri, Alfred Shull, Richard Reis, Jeffrey Clark, attending by conference call James Mersfelder, also attending Tax Collector/Clerk Laurie Mosley, Plant Superintendent Mark Theriault and Jim Hiltz.

EXCUSED: None

APPROVAL OF MINUTES: The minutes of the regular board meeting held November 18, 2019 were presented for approval.

A MOTION WAS MADE BY, Alfred Shull, seconded by Jeff Clark, to approve said minutes as written. (The November 5, 2019 minutes were approved by email by all members on November 7, 2019). No other corrections or discussions. **SO VOTED.**

REPORT FROM PLANT SUPERINTENDENT-MARK THERIAULT

- Mark sent John to Toce Tire for two new front tires on the John Deere tractor. The tires were badly worn and not holding air.
- The F-350 went to P+C Repair in Thomaston for service. The oil and filter was changed and all fluids were also topped off.
- John has completed three of the five prep classes that he is signed up to take in preparation for the state exam. The exam is on January 8th, 2020
- Mark talked to James Rivers at DPC and he confirmed the T.V. work as well as the manhole inspections were complete and being reviewed, he will put together a report of the findings soon.
- We replaced some of the air drops in the east digester. The air drops were badly rusted and beginning to leak.
- We had a couple of snow storms during December and were able to put our plow and sander to use. Everything went very well with no issues
- Eastern Water was here to do the biannual wet-well cleaning. Since cleaning the wet-wells twice per year we have not had the pump/impeller issues that we had seen in the past. Eastern also replaced all the hardware that was decaying at station five with new.

- Flows: The average daily flow for November was 88,000 gpd. And the total rainfall was 3.5in. The average daily flow for December to date is 107,000 gpd. And the total rainfall to date is 2.75in.

Ray Turri asked the Board to make a motion to change the agenda by moving NEW BUSINESS up so that guest Jim Hiltz could be heard and not have to sit through all the financial reporting. **A MOTION WAS MADE** by Jeff Clark, seconded by Alfred Shull to move **NEW BUSINESS** up. No discussion, **SO VOTED**.

NEW BUSINESS-On December 12, we received a letter regarding Edward Wright property on 269 Beach Street. The issue is the sewer connection quantity of this parcel. They would like the WLSB Board to approve lowering the connections from 31-4. Jim Hiltz reported that the property is for sale and they have prospective buyers who would like WLSB to grant them a change to the property deed to state that there only be 4 connections allowed on the property, not 31. The prospective buyers feel this would give more value to the property. This property was under a court stipulation to grant the 31 hook ups. The Board feels that they cannot grant this change without legal advice. Ray Turri asked Jim to have the prospective buyer's attorney do the legal research for this request and then they can contact the WLSB legal counsel. Discussion occurred but no decision was made.

FLOWS- Jeff Clark discussed his flow charts on Monthly ADF (mgd) versus .40506 (mgd) Limit and versus .110 (mgd) Limit and Speed Limit Penalties. Jeff noted that November was a fairly normal to dry month with a monthly ADF (mgd) 0.088. Our Fiscal ADF (mgd) is up to 0.077 with a forecasted fiscal year ending ADF of 0.093.

MONTHLY FINANCIAL REPORTS:

Jeff Clark reported on the delinquent report. We have 25 taxpayers in arrears for a total of \$20,097.45 compared to last year's 20, \$12,058.63. With the largest amounts owed on properties going through foreclosure and/or bankruptcy, it may be awhile before these numbers go down.

Under Financial Reports, Jeff reported that the auditor has finished the audit and has made all audit adjustments. Jeff presented a new October Budget Year summary to show the adjustments before we go to the November adjustments. Under the Operating Budget Revenues, the total for November was \$4529, \$37 under budget. Total revenue year to date is over budget by \$6,584. Under Expenditures, we spent \$50,832, \$7,530 under budget. Noted was under Legal expenditures, our November year to date total for the Welte Ad Valorem law suit is up to \$15,555. Year to date we are \$26,740 under budget. Under Debt services, we had none. Finances are looking good. Under Capital we spent \$16,850 for CCTV work, \$14,756 for the PER/EA/ER. Jim Mersfelder asked Mark if the project of CCTV was complete. Mark commented he had talked to James Rivers and it was done but the report is not complete yet. The next procedure would be to go over the results to determine what needs to be done. Jim commented that we need to be proactive with keeping this project moving. Under Cash Flow, we are doing well.

A MOTION WAS MADE BY Richard Reis seconded by Alfred Shull, to go into Executive Session at 3:35PM to discuss the Sewer Pipeline Project. No discussion, **SO VOTED**.

At 4:10PM A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis to come out of Executive Session. No discussion, **SO VOTED**.

NEW BUSINESS- Ray Turri reported that Laurie Mosley did some research on Investment Companies that handle SEP IRA's. After meeting with a couple firms, talking to the staff for their opinion, Edward

Jones was decided. Ray commented that it was not a board decision but an employee decision as to where and with who the employees would like their retirement IRA out of. Edward Jones representative Allen Dunahoo from Litchfield came to the plant to discuss his company and the financial advising he could do for the employees. Everyone felt comfortable, educated and pleased with his presentation.

Ray Turri asked the board to approve a Christmas Bonus for the staff. It was decided to look up what they had done last year, and then have a telephone conversation.

OLD BUSINESS: None

A MOTION WAS MADE BY Jeff Clark, seconded by Alfred Shull, to adjourn at 4:10PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

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