

**MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, JULY 18, 2016, 4:00 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 4:00PM.

ATTENDANCE: Board members present James Mersfelder, James Hiltz, Richard Reis, Alfred Shull, by Conference phone was Raymond Turri and Alternate Joan Lang, also present Laurie Mosley Tax Collector and recording clerk for the WLSA, and Kenneth Green.

EXCUSED: Superintendent Charles Ekstrom is on vacation but has submitted his report.

APPROVAL OF MINUTES: The minutes of two meetings June 13, 2016 Regular Board meeting, July 9, 2016 Special Meeting and joint Public Hearing with a Resolution were presented for approval.

A MOTION WAS MADE BY James Hiltz, seconded by Richard Reis to approve said minutes and Resolution as written. There was no discussion on the minutes, **SO VOTED.**

REPORT FROM PLANT SUPERINTENDENT: Monthly report – Woodridge Lake Sewer District.

Personnel:

- Mark Theriault – 1 sick day and 2 vacation days
- Charles (Chuck) Fennimore – perfect attendance
- Joseph Palumbo – perfect attendance – Joe has successfully completed his 3 month probationary period, Charlie would like to recommend to the Board that he be removed from probation and be given a \$1/hr. pay increase. **MOTION WAS MADE BY** Raymond Turri seconded by Richard Reis, to approve a one dollar raise starting July 24, 2016 to Joseph Palumbo. No discussion, **SO VOTED.**

Jim noted, on the subject of pay, the board had an open item of bench marking everyone's jobs by their pay rate. Jim did get some numbers from the Torrington Wastewater Association regarding the rate levels of certificated positions that can be compared to our current employees. Jim will look at these comparisons soon and get back to the board.

Projects:

- On June 20 Stanton returned the John Deere tractor after replacing the front end and gear box, total cost was \$8,800, down from the original estimate of \$10,000.
- Painting at all of the stations has been completed on the control cabinets, and the access stairways/ pump chambers at stations #6 and plant pump. The driveway at station #6 has been completely sealed.

- I/I project – due to low ground water levels and low rainfall the flow meters installed in the manholes have been removed, we can try again during spring wet weather conditions.
- Charlie had Integrity install surge protection on both pump soft start units at station #6 and replace the worn control switches.
- On July 5 Charlie met with John O’Brien to review the propose sighting of a new work shed for the WLPOA near station #6, a safe location has been agreed to. During their talk he mentioned comments he had received regarding the appearance of our building, he offered to provide paint that matches the clubhouse colors if we would do the painting. Charlie agreed.
- Plant flows – for June the average daily flow was 70,000 gallons and the total precipitation was 2.74”. So far in July the average daily flow is 83,000 and the total precipitation is 1.33”.

MONTHLY FINANCIAL REPORTS: Jim Mersfelder reported that the delinquents were down from last year, and even better since the beginning of July with a couple long time delinquents paying off. We still have one property that has gone through foreclosure that has not cleared up yet. The operating numbers are coming in approximately \$150,000 under budget for the year ending. However, there are still some big bills to be booked for the fiscal year ending June 30 before we can properly report. Shipman & Goodwin is still do, as are many miscellaneous payables. Jim estimates it will still be a good under budget number. The capital projects went over by \$30,000, but most of that was due to construction upgrade and emergency repairs on some of the pump stations. The completion of the engineering design project is at 75%, we do have some payments budgeted for the coming year.

We have not gotten our engagement (cost estimate) letter from the auditor Joe Rodgers of Carney, Roy and Gerrol, P.C. Certified Public Accountants yet. The auditors have indicated that because we continue to receive USDA funding, we need to step up our type of audit which will increase our costs.

Jim also reported that he is going over papers and documents with CO Bank, our short term loan Bank for the project. He has a meeting with them this week. He reported we are in good shape with them as we go forward. Richard Reis and Jim have put together a letter to be sent to the other banks that were interested in financing this short term loan but did not get the approval. They would work on that this coming week.

OPERATIONS COMMITTEE REPORT- None.

PLANNING COMMITTEE REPORT- A MOTION WAS MADE BY Alfred Shull seconded by James Mersfelder to go into Executive Session at 4:15PM to discuss pending litigation. No discussion, **SO VOTED.**

At 5:05PM A MOTION WAS MADE BY Raymond Turri, seconded by Jim Hiltz to come out of Executive Session. No discussion, **SO VOTED.**

NEW BUSINESS- None

OTHER BUSINESS- None

A MOTION WAS MADE BY James Hiltz seconded by Raymond Turri, to adjourn at 5:08PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, recording Clerk
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