

MINUTES JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY
AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT
MONDAY, JULY 28, 2014, 6:00 P.M. WOODRIDGE LAKE CLUB HOUSE
EAST HYERDALE DRIVE, GOSHEN, CONNECTICUT

CALL TO ORDER: The meeting was called to order by Raymond Turri, Chairman and President of both Boards respectively.

ATTENDANCE: Raymond A. Turri, James Hiltz, Bob Goldfeld, Joan Lang. By conference phone, Jim Mersfelder. Also present, members of the Finance Committee Richard Reis Chairman and Lou Frederich. Plant Manager Charlie Ekstrom was excused. He is just getting back to work on a limited work schedule after having heart surgery and Ray Turri Sent Charlie home early.

APPROVAL OF MINUTES: Presented for approval were the minutes of the June 23, 2014 meeting of the Woodridge Lake Sewer District. A MOTION WAS MADE BY Ray Turri, seconded by Bob Goldfeld to approve said minutes. There was no discussion on the minutes and they were approved as presented.

MONTHLY OPERATIONAL REPORT: The Monthly Operational report which was prepared by Plant Manager Charlie Ekstrom and is on file with the minutes of this meeting. Ray Turri gave a brief overview of the report dated July 28, 2014.

Projects: Pump #2 at Pump station 6 was fouled which required the pump to be pulled. Found was a contractors' chalk line stuck in the impeller. It was noted there have been no further pump problems due to wipes.

Deep Cuts: The deep cuts were completed in mid-June and the paving was completed on July 18th

Bed Mowing: First mowing of beds has been completed. During the mowing the hub on the brush hog broke and needed to be replaced at a cost of \$425.00.

Computers: Two new computers were bought and installed. Upgrades to, Microsoft Windows 7 Professional and Microsoft Office 2013 Home and Business was installed where needed. The total cost for the computer upgrade program including labor was \$4,059.94.

Plant Vehicles: Three quotes have been obtained by Jason Patrick. Ray Turri plans to have a meeting with the staff Tuesday at 9:00 A.M. to talk about their health insurance coverage and will also be working with Jason to select one of the bids, the means of financing and report back to the Board. Ray Turri stated that based on the fact the current pickup is not being used, It is expected at this time, that he would be looking to the Board for a phone vote which would be ratified at the August meeting.

Proposed purchases – Laboratory balance needs to be replaced. Two quotes received, \$1,600 and \$1,900. Waiting for a third quote. OSHA Safety Certification – OSHA required that any staff that maybe making confined space entry must be certified every (2) two years. The cost for a self-taught on site computer program that meets OSHA requirements is \$524.00. Each staff member would receive a certificate for their file.

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A MOTION WAS MADE BY Ray Turri, seconded by Jim Mersfelder to approve the expenditure of \$524.00 to purchase the OSHA approved confined space entry certification computer program. There was no discussion on the motion, **SO VOTED.**

Plant Flows – The average daily flow for June was 95,000 gal. with a maximum daily flow of 126,000 gal. and a rainfall of 3.27". To date for July the average daily flow is 101,000 gal with a maximum daily flow of 145,000 and rainfall of 7.73". When looking at the flow numbers compared to the rainfall, the Board felt that the I & I work done to date is paying off. There were no other items discussed under the monthly operational report.

Financial Reports – Treasurer Jim Mersfelder gave an update on the collection of overdue taxes. Total number of delinquent taxpayers reported last month is down from 22 to 19. The total number of delinquent taxpayers is down from 26 to 19. Due to the fact that one of the Marshals has been holding back some of the money he has collected, there will be a change in the amount collected for the end of the 2013/2014 fiscal year. Discussed briefly was the status on the houses that are currently in foreclosure.

Budget report- Presented to the Board by Lou Friedrich a member of the WLSD Financial Committee was a Budget vs. preliminary actual summary report which is on file with the minutes of this meeting. The report was shown in two parts, the operating structure and capital structure. Using the preliminary June 30, 2014 data, the Operating Budget shows an approved budgeted amount of \$1,074,441 of revenue to be collected. Actual revenue collected was \$1,091,345 with revenue collections coming in at \$16,904 over budget. Under expenditures, Budgeted was \$825,178 with preliminary actual expenditures at \$716,623 showing a favorable variance of \$108,555 under budget. Noted was the line item for Personnel which came in under budget by \$ 73,791. Payroll for plant personnel and Superintendent was down \$56,000, Overtime down \$5,000 and Health Ins. Down \$11,000. Those line items will need to be looked at and it will need to be determined how it flows into the next fiscal year. The line item for Plant Equipment & Collection System R&M is down by approximately 10%. Insurance line item is over budget by \$(28,649) due to the fact that Environmental Ins. was not budgeted for. Clarification was sought relative to the term of the Environmental Ins. and confirmed that its costs was included in the 2014/2015 Fiscal Budget. Jim Mersfelder informed the Board that as previously discussed he inquired to see if the District could improve its environmental insurance to cover a break down of the 40+ year old clarifiers and the answer was no. Jim Mersfelder also reported that we have been asked by CHUBB for information relative to the collection repairs to give proof that the District is actually working on upgrading the collection system. Questioned was the \$6,000 increase for Workers Computation and Jim Mersfelder would looked into why the increase. Further noted under the operating budget was the \$20,621 under budget amount for Professional Legal & Accounting and that the \$25,000 Contingency had not been used. The report showed preliminary under budget amount of \$108,555.00 and the Transfer to Capital Reserves of \$249,263, leaving \$125,459 new revenues over Expenditures & Transfers.

Capital Budget – The report shows the \$249,263 transfer from operations plus the operating surplus of 125,459 for a total positive variance of \$374,722. Budgeted for planed Capital expenditures was

\$1,751,215, expended \$189,226, for a plus variance of \$1,561,989. Unbudgeted Capital expenses were \$43,718 for Pump Station #2 & #7 upgrade and \$151,630 for Deep Cut Sewer Line upgrade for a total of \$195,348 for unbudgeted capital. The total planned and unplanned capital expenditures total \$384,574. Lou Friedrich stated that he prepared the report so as to be able to give the Board a general idea as to what is going on and where the variances are. Lou stated going forward, he would to work with Jim Mersfelder to provide the Board with a quarterly report. In looking ahead to the holding of special meetings and public hearings, Lou Friedrich expressed the need to formalize all the financial reports and accounting structure and independent view is.

Discussed was what if anything the Board should be doing to allay the fallacious comments that are being circulated amongst some of the Woodridge Lake Tax payers. To help address the concerns being expressed by the taxpayers relative to their misunderstanding of the cost for the Torrington and onsite projects and how it will affect their assessments, Jim Mersfelder reported that the WLSD web host is putting together an option under the Community Meeting website that will allow the taxpayers to get an estimated impact on their sewer fees, for the cost, as we currently know it, for the SCADA, local plant and the Torrington options. It will show the fixed fee, the ad Valorem and what the difference would be between each of the two payment methods. Jim Mersfelder recommended having legal council review the assessment data, to give the Board what they should be looking at when addressing fairness under the various methods of taxation. When the Board has further information about the impact the various methods will have on the sewer fees, while the majority of the taxpayers are still her, another meeting with the taxpayers could be held later in the year. Questioned and discussed was the possibility of the Board making a decision at this time relative to the method of taxations to be used for the SCADA and I/I projects and make a decision on the cost for the Torrington or on site option at a later date. Discussed was the Torrington option and the flat fee it would cost the taxpayer if hooking up to Torrington was the final decision. Discussed was the work that needed to be done to tighten up the numbers relative to the cost of going to Torrington. Jim Hiltz reported on the fact that he had contacted Yankee Gas and suggested to them the potential for running a gas line to Goshen and the possibility of working with the District if they were to run a sewer line. Ray Turri noted the contract the Town of Harwinton has with Torrington relative to the number of gallons to be discharged to Torrington and if the amount was exceeded, Harwinton would be billed for the excess over and above the contracted amount and it is believed that the same would be for the District if we were to go to Torrington.

The Board was in agreement that Bruce Chudwick be asked to develop for the Board's consideration a sheet outlining the payment conditions for the repayment of the benefit assessment. The Board was In agreement to have Woodard & Curran get the cost for the short expanded groundwater test and the core boring and continue to move forward on work that needs to be done when looking at whatever future possibility there are to be able come up with more significant prices relative to both projects. The Board was in agreement the Bruce Hunter be asked to review the Goshen assessor's data regarding valuations, look at a sample of the 0.8 acre properties designated Woodridge Lake by the assessor and all of the properties eligible for multiple connections and using the data refine the various points regarding the current methods being considered and provide the Board with a written report and recommendation. Jim Mersfelder would contact the three parties concerning the requests from the Board.

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For the record, it was noted that the next Planning Committee meeting is scheduled for Monday, August 18th, 3:00 P.M. Conference Room Woodridge Lake Club House.

There was no other business to come before said meeting. Ray Turri as ked for A MOTION TO ADJOURN, and the meeting adjourned at 7:15 P.M.

Respectfully submitted,

WLSDSA/WLSD

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