

Waynoka Regional Water and Sewer District

1 Waynoka Dr. Lake Waynoka, OH 45171
937-446-3232 937-446-3330

WRWSD Board of Trustees Meeting – Monday, November 28, 2011

President Ron Gloss called the meeting to order at 7:00 p.m.

Roll Call: Present: Buskey, Doughman, Gloss, Kirk, Purdin, Redick, Rider, Plant Supt. Culver & Mgr. Cahall as well as Tom Beresford (incoming WRWSD Trustee as of April 2012)

Absent: none

Minutes: The minutes of the November 12th meeting were approved.

Joint Manager's Report (Paul Cahall) and **Plant Supt.'s Report** (George Culver):

- The progress being made on the installation of the 'radio-read' meters and/or registers for the various WRWSD and WPOA facilities (water plant to sewer plant, campground, rec center, lodge, etc.) was reported.
- There was discussion concerning the plugs which property owners reported had not yet been installed in their meter pit lids. The Manager and the WRWSD employees will continue to check for missing plugs.
- Ford Motor Co. has promised delivery of the new truck the week of December 5th.
- Public comment on the new permit issued to the WRWSD by the Ohio EPA concerning the operation of the sewer plant will be closed November 30th. The new permit will become effective after that date if there are no concerns.
- Evaluation of various software systems continues in search of the best fit for the needs of both the WPOA and the WRWSD especially in relation to billing issues. It was reported that significant progress is being made in developing the various reports needed for the rate study using the present Waynoka Management Program.
- Work on the campground project will begin as soon as all permits are obtained.

Treasurer's Report (John Buskey):

- The Trustees discussed several additional changes to the budget for 2012. After this discussion the Board voted upon and passed five motions: Motion #2011-18 to increase the sewer tap fee and the grinder pump fee for new construction in 2012; Motion #2011-19 to adopt the WPOA/WRWSD Monthly Service Contract for 2012; Motion #2011-20 to increase the water usage minimum base rate and the water usage additional gallons rate for all residential customers in 2012; Motion #2011-21 to make percentage changes in fee transfers to various accounts; and Motion #2011-22 to amend the 2012 preliminary WRWSD budget. (*See Motions and Resolutions below for the details.*)
- The Trustees reviewed the letter explaining the water usage rate increases for all residential customers. This letter will be mailed with the December WRWSD bills.
- The Treasurer, the Manager, the Plant Supt. and the WRWSD clerk, Kay Bundy, met to review and revise the Capital Improvements Plan. The Board agreed that they should wait until January to approve the 2012 Plan so that it is known exactly how much reserves income is available, which items were completed in 2011 and which ones will need to be moved into 2012 for completion.
- The work that has been done on the rate study in 2011 will allow the WRWSD to conduct an accurate and reliable rate study analysis for application in 2013 the fall of 2012. This study will include residential and WPOA water and sewer usage and rate proposals. All of the factors necessary for a good rate study have been identified; systems for calculating rates

have been tested; new 'radio-read' meters and/or registers for the various WRWSD and WPOA facilities are being added to provide data which was missing previously; and new monthly usage reports have been developed to report this information.

Other Business Items: Gloss noted that the Planning Committee will not meet again until spring. He also reminded the Trustees that the December workshop meeting will be held on Monday, December 19, 2011, at 7 p.m. in the Lodge meeting room instead of December 26.

Motions and Resolutions:

- **Motion #2011-18** was made by John Buskey and seconded by Gordon Rider to increase the sewer tap fee from \$1500 to \$2000 and to increase the grinder pump fee from \$4500 to \$5000 (effective Jan. 1, 2012). The vote was taken and the motion passed with 7 yea votes.
- **Motion #2011-19** was made by John Buskey and seconded by Betty Purdin to adopt the WPOA/WRWSD Monthly Services Contract for FY 2012 in the amount of \$329,290.65 (dated Nov. 18, 2011). The vote was taken and the motion passed with 7 yea votes.
- **Motion #2011-20** was made by John Buskey and seconded by Prescilla Redick to increase the district's water usage minimum base rate by \$1.00 per month from \$23.00 to \$24.00 and to increase the water usage additional gallons rate by \$1.00 per each 1000 additional gallons from \$3.00 to \$4.00 for all residential customers (effective Jan. 1, 2012). These funds will be used for operating and plant improvement needs. The vote was taken and the motion passed with 7 yea votes.
- **Motion #2011-21** *Please note: Following the meeting it was determined that errors related to the percentage changes in fee transfers were made in this motion. Motion #2011-21 as passed on November 28th will be rescinded and a corrected version will be presented and voted upon during the WRWSD meeting on December 10, 2011.*
- **Motion #2011-22** was made by Betty Purdin and seconded by Harry Doughman to amend the 2012 preliminary WRWSD budget (adopted by Motion 2011-08, dated June 3, 2011) with income budgeted at \$870,481.00, expenses budgeted at \$825,273.00 and a net income of \$45,208.00 (dated Nov.22, 2011). The vote was taken and the motion passed with 7 yea votes.

Adjournment: The motion to adjourn was made by Doughman and seconded by Purdin. All were in favor and the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Joanne A. Coker, WRWSD Assistant Recording Secretary