

JEFFERSON WATER AND SEWER DISTRICT

Board Meeting Minutes February 21, 2008

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on February 21, 2008 at 6455 Taylor Road, Blacklick, Ohio. Trustees present were: Bob Powelson, Steve Love and Beth Breyfogle. Tom Flynn arrived later in the meeting and Mr. Steve Miller was absent. Also present were: Bob Stewart, John Grosse, Russ Seevers, Cathy Bisutti, Mark Williams and Eric Luckage (Albers & Albers).

Call to Order/Roll Call – by Chairman Powelson at 7:00 a.m.

2008 Minutes

February 7th – Under **Engineering Report**, the correct name of the contractor for the gas pump is Downing, not DiYanni. With that change made, Ms. Breyfogle moved to accept the minutes with Steve Love seconding the motion. A unanimous vote in favor passed the motion and the minutes were approved.

Director's Report (Bob Stewart)

1. **Rocky Fork Well Report** – The drilling is complete and the screen is being ordered today. The hydro-geologist, Chris Cobel, stated this well site contains better material than the original site. Next, the monitoring well will be drilled to test the drawdown of water as the production well is pumped. The new president of the Rocky Fork club has requested an update on the project timeline and Bob is furnishing him with it. **Action Taken/Required:** Mr. Stewart will keep the board informed on developments.
2. **Blacklick Sanitary Sewer Report** – The project is progressing with bid opening set for March 13th at 10:00 a.m. **Action Taken/Required:** None.

Superintendent's Report (Russ Seevers)

1. **Project Status Report** – Minor repairs and maintenance throughout the district have been performed. One operator has given his resignation notice, so the district will commence a replacement search.

Billing Manager's Report (Cathy Bisutti)

1. **Switching User Account Names/Responsibility** - Cathy implemented the revised procedures on switching names on accounts which require ID to be shown at the time of the transfer of the new user. She reports the process went smoothly for the new transfers.

Controller's Report (Mark Williams)

1. **Financials** – Mark reviewed the year-to-date financial reports with the board members. Further discussion focused on whether or not the district can offer lower rates to low-income users and the impact it would have. **Action Taken/Required:** None
2. **Long-Term Disability Insurance** – The Board agreed to offer long-term disability insurance to JWSD staff. **Action Taken/Required:** Bob and Mark will inform the Board Members about the enrollment status at the next board meeting.
3. **Short-Term Disability** – The Board discussed options about short-term disability insurance. They talked about offering insurance versus offering flexibility with employee sick/vacation days accrual and usage. **Action Taken/Required:** The board will discuss the matter further at a future meeting.
4. **Employee Bonus Implementation Program** – Regarding a bonus program, the proposal from the last meeting presents an administrative burden and neither the board nor JWSD management was satisfied with it. Alternatively, Steve Love suggested incentive plans that reward targeted merit goals (example: perfect attendance, minimize/elimination of overtime usage, etc.) Further, he emphasized the need to find solutions to reward merit and to do it in a timely fashion.

Other Business

1. **Capacity Fee Agreement** – Mr. Luckage reported that we are “still working on language for the Deposit, Fee & Charge Schedules to address capacity fee applicability to non-residential properties”.
2. **Blacklick Sewer Project Easement** – A change to an easement agreement was given to the Board.
3. **Jefferson Meadows** – The natural gas pump has been ordered.
4. **Boy Scout Projects** – Mr. Love inquired if JWSD may have any projects that Boy Scouts could participate in. He requested that if anything came up to let him know.
5. **City of Columbus ERU Charges** – JWSD is still going back and forth with the City of Columbus to resolve the ERU charge issue.
6. **Satellite Communities** – The final draft of the agreement is at the EPA. If the EPA agrees to it and the satellite communities agree to it, the agreement will go into effect.

Accounts Payable

Tom Flynn made a motion to pay the bills as presented. Beth Breyfogle seconded the motion. With no further discussion, the vote was unanimously in favor and the bills were paid.

Old Business

None

Comments & Questions

None

Motion to Adjourn

With no further official business to discuss, Steve Love moved to adjourn the meeting. Tom Flynn seconded the motion and the unanimous vote in favor adjourned the meeting at 7:55 a.m.

Beth Breyfogle

Respectfully submitted by Dawn Chase

Next Meeting to be March 6, 2008 at 7:00 p.m.