

Jefferson Water and Sewer District

Board Meeting Minutes June 19, 2008

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on June 19, 2008 at 6455 Taylor Road, Blacklick, Ohio. Trustees present were: Bob Powelson, Steve Love, Tom Flynn, Steve Miller and Beth Breyfogle. Also present were: Bob Stewart, Russ SeEVERS, Mark Williams, Cathy Bisutti and John Albers (Albers & Albers).

Call to Order, Pledge of Allegiance, Roll Call – At 7:00 p.m., Chairman Powelson called the meeting to order and held roll call after the Pledge was recited.

2008 Minutes

June 5th – Mr. Miller's motion to accept the minutes was seconded by Ms. Breyfogle. The unanimous vote in favor carried the motion and the minutes were approved.

Director's Report (Bob Stewart)

1. **Discussion of Service on Taylor Station Road Property Proposed for Annexation (Executive Session)** – Steve Miller moved to convene Executive Session to discuss imminent litigation on this item. Tom Flynn seconded the motion. The unanimous vote in favor moved the Board to executive session. Upon conclusion of Executive Session, Mr. Miller moved to return to regular session. Mr. Love's second and a unanimous vote in favor returned the Board to regular session.
2. **1557 Fox Chase Drive Sewer Backup** – The Dorset's submitted a partial estimate of \$11,000 for sewer backup damages that resulted from power failure at the Fox Chase lift station in March 2008. Action Taken/Required - Bob Stewart has attempted and continues to try to contact Mr. or Mrs. Dorset to discuss the matter and gather more information. He will keep the board informed.
3. **Fischer Home Group Letter Regarding Tap Agreement** – The letter offers Fischer Homes the option to pre-pay twenty (20) taps effective April 15, 2009. Any additional taps after 2009/2010 rate year will be paid at the tap fees in effect at the time. **Action Taken/Required:** The letter will be sent to Fischer Homes for their consideration.

Superintendent's Report (Russ Seevers)

Project Status Report

- a. **Fire Hydrant Flushing & Maintenance** – Hydrant maintenance throughout the township continues. Older and relocated hydrants are being tested to ensure proper operation.
- b. Repairs were made to the Havens Corners water booster station (near fire station).
- c. The manhole on Reynoldsburg New Albany Road across from Mulberry Street was set. Pipe is across the creek by the existing lift station.

District Vehicles – Two motions were made:

1. Steve Love moved to authorize purchase of a ½ ton pickup truck for \$25,000 or less. Steve Miller seconded the motion. The unanimous vote in favor carried the motion.
2. Steve Love's motion authorized purchase of a 1 ton pickup service truck for \$25,000 or less. Bob Powelson seconded the motion and a unanimous vote in favor carried it.

Engineering Report

None

Rocky Fork Well Drilling Project (John Albers)

Steve Miller moved to approve the *Agreement to Extend the Date for the Issuance of the Commencement Notice for the Rocky Fork Well Field*. Said Agreement extends the Issuance of Commencement Notice date to September 20, 2008. Bob Powelson seconded the motion and a unanimous vote in favor carried it.

Billing Manager's Report (Cathy Bisutti)

1. **Revenue Reports** – Revenues are up \$11,362.00 from this period last year. The increase is attributed to the addition of 133 new customers in the district. This month's disconnect notices decreased to 9 (from 43 last month).

Controller's Report (Mark Williams)

1. **Financial Report** – Mark is compiling a financial report, which will meet the preliminary audit requirements. The audit is not scheduled yet, but will be after the preliminary audit reports are complete.
2. **Employee Hand Book** – The Board would like to have the handbook reviewed by an employment law attorney. Mark will research the cost of the review and report back to the Board.

Comments & Questions

1. **Backflow Prevention** – The Board decided to have information about backflow and its' prevention sent to customers in the next billing.

Accounts Payable

Steve Love raised questions about invoice and schedule discrepancies with a major contractor on the Blacklick Sewer Project. Action Taken/Required: Mark will work with the contractor to solve discrepancies and ensure that future accounting/billing paperwork is consistent.

With Mr. Love's concerns noted, Mr. Flynn moved to accept the bills as presented and Beth Breyfogle seconded the motion. With a unanimous vote in favor, the bills were paid.

July Meeting Dates

Due to the Fourth of July holiday, the July meeting dates were changed to:

Thursday, July 10, 2008 at 7:00 p.m.

and

Thursday, July 24, 2008 at 7:00 p.m.

These changed dates will be posted for the public.

Motion to Adjourn

With no further official business to discuss, Beth Breyfogle moved to adjourn the meeting. With Tom Flynn's second and the unanimous vote in favor, the meeting was adjourned at 9:32 p.m.

Beth Breyfogle

Respectfully submitted by Dawn Chase

Next Meeting is July 10, 2008 at 7:00 p.m.

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