

JEFFERSON WATER AND SEWER DISTRICT

Board Meeting Minutes October 16, 2008

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on October 16, 2008 at 6455 Taylor Road, Blacklick, Ohio. Trustees present were: Bob Powelson, Steve Miller and Tom Flynn. Beth Breyfogle and Steve Love were absent. Also present were: Bob Stewart, Mark Williams, John Grosse, Russ Seevers and Cathy Bisutti. Guests were: Gil Bardige and Matt Avery both from Blacklick Ridge Homeowners Association (HOA).

Call to Order, Pledge of Allegiance, Roll Call – At 7:00 a.m., Chairman Powelson called the meeting to order and conducted roll call. Tom Flynn led the recitation of the Pledge.

2008 Minutes

October 2nd – Steve Miller moved to approve the minutes. Tom Flynn seconded and the unanimous vote in favor carried the motion.

Director's Report (Bob Stewart)

1. **Guest Forum/Blacklick Ridge Homeowner's Association** – Chairman Powelson yielded the floor to Mr. Matt Avery (representative, Blacklick Ridge Homeowners Association). Mr. Avery informed the Board about damages to the development's entrance which occurred during the sewer line installation/construction. He detailed the damage and requested the Board's intervention and support to ensure the entrance is restored to pre-construction conditions. The HOA's position was stated as that they will not negotiate repairs with the contractor, but rather asked that JWSD assure them that restorations will be made. In response, Mr. Grosse assured Mr. Avery that all restoration provisions of the contracts would be enforced and agreed to discuss the problems with the contractor and to use JWSD's financial leverage if necessary. The request to exclusively use the HOA's landscaper for the restoration was, however, not guaranteed because JWSD cannot expressly direct a contractor to utilize a specific vendor. **Action Taken/Required:** The Board expressed their support to the Blacklick Ridge HOA by pledging to view pre-construction videos and meet with the contractor to get the restoration completed in a timely manner.
2. **Blacklick Sanitary Sewer Project Update** – John Grosse reviewed the updated progress maps and reported the major parts of the project are moving along. Other discussion was about street and curb rebuilding within the village (Center Street). Specifically, the county and township want additional work done on the roads. This additional work will generate increased costs not included in the current contract

previously agreed to by the county and Jefferson Township. **Action Taken/Required:** John Grosse will continue to research additional costs to meet the county's requirements and report back to the Board. Additionally, a letter will be drafted to the Jefferson Township to request sharing the additional expense and to ask their reason(s) for the deviation from the agreed upon project terms.

3. **McOwen Water Tower** – Bob reported that a malfunction caused the tower to overflow into a neighboring soybean field during the last heavy storm. As a result, the yielded beans had high moisture content and the field was damaged. **Action Taken/Required:** Bob met with the affected farmer and agreed to compensate him for losses at a cost of approximately \$1,600.
4. **Legal Review of Minutes** – The Board agreed that minutes will be reviewed by the Secretary (B. Breyfogle) and then distributed to the rest of the Board for comments/revisions. Legal review of the minutes will be conducted on as needed basis at the Board's and/or the Director's discretion.

Superintendent's Report (Russ Seevers)

1. **Manhole Rehab** – Steve Miller moved to commence manhole rehabilitation work not to exceed \$24,000 at the following sites:
 - a. Manhole #'s 1, 4, 6, 12, and 19
 - b. The manhole at Havens & Clark State Lift Station,
 - c. Three (3) manholes in Colt's NeckTom Flynn seconded the motion and a unanimous vote in favor passed the motion.

Billing Manager's Report (Cathy Bisutti)

1. **Revenue Report** – Overall, revenues are up approximately \$32,000 when compared to the same period last year.

Controller's Report (Mark Williams)

1. **Investment Funds** – Mark continues to work to diversify the district's investment funds in accordance with Ohio law. He is working with Dennis Schwallie and will consult the auditors as well. **Action Taken/Required:** Mr. Williams will keep the Board apprised on his efforts.
2. **Audit** – The auditors have not yet scheduled a date to meet with the Board.
3. **2009 Budget** – Mark reviewed the projections and actuals on the 2009 budget. **Action Taken/Required:** The 2009 Budget will be comprehensively presented at the next meeting with visual aids and in depth narrative.

Accounts Payable

Tom Flynn's motion to accept the bills as presented was seconded by Steve Miller. 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 Miller moved to adjourn the meeting. Tom Flynn's second and a unanimous vote in favor ended the meeting at 8:07 a.m.

Beth Breyfogle

Minutes respectfully submitted by Dawn Chase

NEXT MEETING IS NOVEMBER 6, 2008 AT 7:00 P.M.