

# JEFFERSON WATER & SEWER DISTRICT

## Board Meeting Minutes September 4, 2008 – 7:00 p.m.

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on September 4, 2008 at 6455 Taylor Road, Blacklick, Ohio. Trustees present were: Bob Powelson, Steve Love, Tom Flynn and Steve Miller. Beth Breyfogle was absent. Also present were: Bob Stewart, John Grosse, Mark Williams, Cathy Bisutti, Mike Rowan (City of Gahanna) and Eric Luckage (Albers & Albers).

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

### **2008 Minutes**

**August 21<sup>st</sup>** – Steve Love's motion to accept the minutes was seconded by Bob Powelson. The unanimous vote in favor carried the motion and the minutes were accepted.

### **Motion to Convene Executive Session**

Steve Miller made a motion to convene Executive Session to discuss imminent litigation. Steve Love's second and a unanimous vote in favor passed the motion, moving the Board to Executive Session.

### **Motion to Return to Regular Session**

Upon the conclusion of Executive Session, Mr. Miller moved to return to regular session. Mr. Flynn seconded the motion. The unanimous vote in favor returned to Board to regular session.

### **Motion to Set Special Meeting**

Steve Miller moved to set a special meeting of the JWSD Board of Trustees on *Thursday, September 11, 2008 at 7:00 p.m.* to review service area maps (re: City of Gahanna). Tom Flynn seconded the motion and the Board voted unanimously to accept the motion.

### **Director's Report** (Bob Stewart)

1. **Well Exploration** – JWSD is trying to obtain property owner names on the property behind CS Tech to seek permission for well exploration.
2. **OEPA Final Findings and Orders** – Legal counsel is reviewing the document and keep the Board informed.

## **Superintendent's Report**

### **1. Project Status Report**

- a. **Blacklick Sewer Project** – Mr. Grosse reviewed the updated progress maps. JWSD is working with AEP for electric service to meters. **Action Taken/Required:** Steve Love made a motion stating that based upon review; the Board approves **Draw #4** for underground utilities for the Blacklick Sewer Project in the amount of \$253,010.89. Steve Miller seconded the motion. With no further discussion, the vote was unanimously in favor and the motion carried.
- b. **I & I work** continues and the district is concentrating on manhole sealings to minimize I & I.
- c. **Jefferson Meadows Pump** – Mr. Grosse continues to work to resolve the problem with the contractor. He has expressed his frustration to the contractor and the district's dissatisfaction with the delays.

## **Engineering Report**

None

## **Billing Manager's Report**

1. **Billing System** – Cathy discussed an updated billing software suite. She will ask the sales representative to develop a comprehensive description of the software that shows the administrative and cost savings benefits for the district.

## **Controller's Report**

1. **Audit Update** – Mark is expecting the findings and recommendations shortly. He will schedule a briefing once the audit results and recommendations are finalized.
2. **Health Care Exposure September 15<sup>th</sup> Deadline** – As the deadline to renew health care insurance approaches, Mr. Williams is investigating various options with new and current insurance carriers. **Action Taken/Required:** Mark will have a report and recommendation for the next meeting.

## **Other Business**

1. **Pond Fish Kill** – Mr. Luckage reported that test results are pending. He will keep the Board informed.

## **Comments & Questions**

None

### **Accounts Payable**

Tom Flynn moved to pay the bills as presented. Steve Miller seconded the motion. With no further discussion, the vote was unanimously in favor and the bills were paid.

### **Motion to Adjourn**

With no further business to discuss, Steve Miller moved to adjourn the meeting. Steve Love seconded the motion and a unanimous vote in favor concluded the meeting at 8:45 p.m.

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Beth Breyfogle

Respectfully submitted by Dawn Chase

### **NEXT MEETINGS**

**SEPTEMBER 11, 2008 AT 7:00 P.M. (SPECIAL MEETING)**

**SEPTEMBER 18, 2008 AT 7:00 A.M.**