

JEFFERSON WATER & SEWER DISTRICT

BOARD MEETING MINUTES AUGUST 19, 2010

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on August 19, 2010 at 6455 Taylor Road, Blacklick, Ohio. Trustees present were: Steve Miller, Steve Love, Beth Breyfogle, Tom Flynn and Bob Powelson. Also present were: Bob Stewart, Mark Williams, John Grosse and Eric Luckage (Albers & Albers).

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

2010 Minutes

August 5th - Motion to accept [Love]; second [Breyfogle]; unanimous vote in favor approved the minutes.

Director's Report (Bob Stewart)

1. **Billing Report** - Cathy Bisutti is on leave for at least six weeks due to an accident. A temporary replacement has been hired and has completed one billing cycle with only minor problems.
2. **Electric Utility Review** - JWSD is exploring ways to save money on electric bills at the plant. A no-cost review is being conducted by an outside consultant. **Action Taken/Required:** Mr. Stewart will advise the Board of the review results.

Maintenance Report (John Grosse)

1. **SWLCWS** - Mr. Seevers is attempting to obtain a new pump to use for connection to SWLCWS.

Engineering Report (John Grosse)

1. **Havens Road Booster Station** - Mr. Luckage is continuing to work on the remaining easement and anticipates that it is near conclusion. Regarding the project, Mr. Grosse reported about emergency back-up power sources.

Controller's Report (Mark Williams)

1. **Financials** - Mr. Williams presented appropriations and encumbrances for January through July. He reported the numbers are on or near target and he continues to monitor as the district moves through the rest of the year.

Regarding water and sewer revenues, he explained ongoing efforts to resolve discrepancies between actual amount of billable water usage and actual amount of finished water. Various possible causes were discussed (e.g., faulty meters, plant meter calibration, billing errors, line leaks, etc.) **Action Taken/Required:** Mark will continue investigating and report back.

Other Business

Lift Station Reserve B Deed - Mr. Luckage continues to work on the deed for the lift station Woods at Havens Run.

Regulations Review & Revision - Drafts of incorporated changes are being prepared for preliminary review by Albers & Albers, Bob Stewart, John Grosse and Mark Williams. Upon completion of that review, a set for Board assessment will be presented.

Comments & Questions

Steve Love will be absent at the September 2, 2010 meeting.

Old Business

- The RAIL was updated.
- Verizon Wireless Agreement - Mr. Luckage has received the fully executed agreement.

Accounts Payable

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

Motion to Adjourn

With no further official business to discuss, Tom Flynn moved to adjourn the meeting. Bob Powelson's second and a unanimous vote in favor ended the meeting at 7:29 p.m.

Bob Powelson

Minutes Respectfully Submitted by Dawn Chase

Next Meeting is September 2, 2010 at 7:00 p.m.