

# JEFFERSON WATER & SEWER DISTRICT

## BOARD MEETING MINUTES FEBRUARY 18, 2010

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on February 18, 2010 at 6455 Taylor Road, Blacklick, Ohio. Trustees present were: Steve Miller, Beth Breyfogle, Steve Love and Bob Powelson. Tom Flynn arrived shortly after the meeting began. Also present were: Bob Stewart, John Grosse, Russ Seevers and Mark Williams. The guest was Chris Boyd (Merrill Lynch).

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

### **2010 Minutes**

**February 4th** - Bob Powelson's motion to accept the minutes was seconded by Steve Love. With no further discussion, the vote was unanimously in favor and the minutes were approved.

### **Guest Forum**

Chris Boyd from Merrill Lynch was present to conduct JWSD's investment portfolio quarterly review. He covered highlights from the portfolio performance review, compared actual performance to target goals, discussed weekly short term interest rates for money markets offered commentary on bond markets. **Action Taken/Required:** No major adjustments or shifts were recommended. The Board, however, will give some thought to moving a small amount of cash to the bond funds. Changes, if any, will be communicated to Mr. Boyd.

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

1. **Snow, Snow and More Snow** - no discussion
2. **Application for Infrastructure Funding from OEPA Water Supply Funding Account-** Mr. Stewart and Mr. Grosse are evaluating an application for available loan funds (0% interest). The application is due on March 15, 2010. **Action Taken/Required:** This item will be discussed at the March 4th meeting.

### **Maintenance Report** (Russ Seevers)

1. **Maintenance and Repairs**
  - a. **Snow Removal** - Crews have been busy with snow removal around JWSD facilities.
  - b. **I & I** - Russ is developing a program to track I & I

### **Engineering Report**

1. **Havens Road Booster Station Project Update** - The project is on schedule to go to bid in March 2010. Regarding the easements, there have been no changes since last meeting.

### **Controller's Report**

1. **Financials** - Mark summarized January 2010 activities, analysis and encumbrances.
2. **Audit** - Mr. Williams is working on compilation reports in preparation for the annual audit process.

3. **Total Compensation Proposal Summary** - The Board asked Mark to include non-wage/salary benefits package information in the report. Mark will continue to compile the information and develop the report format.

### **Old Business**

1. **Verizon Wireless Agreement** - Regarding insurance discussions, Mr. Miller has not heard back from Verizon.
2. **Backflow Prevention** - Mr. Love recommended a short notice be included in the next billing cycle to give customers a "heads up" that the district will be implementing the backflow prevention regulations. The notice will be prepared for the Board to review by the March 4th meeting.

### **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.

### **Comments & Questions**

1. **Water Quality** - Steve Miller asked about the district's water hardness and salt content. Mr. Seevers assured the him that JWSD's levels are fine and are not experiencing problems because of the plant's modern filtration and monitoring systems.
2. **MSDS Book** - Mr. Love noticed that safety sheets have not been inserted into the proper places in the book. Mr. Seevers agreed to ensure that this would be done.

**RAIL** - The RAIL was updated. A new item was added:

- Application for Infrastructure Funding Loan from OEPA Water Supply Funding Account

### **Motion to Adjourn**

With no further official business to discuss, Tom Flynn moved to adjourn the meeting. Beth Breyfogle Powelson s second and unanimous vote in favor ended the meeting at 7:42 p.m.

---

Bob Powelson

Minutes Respectfully Submitted by Dawn Chase

**Next Meeting is March 4, 2010 at 7:00 p.m.**