

JEFFERSON WATER & SEWER DISTRICT

BOARD MEETING MINUTES JANUARY 21, 2010

A regular meeting of the Jefferson Water and Sewer District Board of Trustees was held pursuant to call on January 21, 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, Russ Seevers, Mark Williams and Eric Luckage (Albers & Albers). John Grosse participated via telephone conference call during the Engineering Report section of the meeting.

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

January 7th - The motion [Love] was seconded [Powelson] and received a unanimous vote in favor, thereby accepting the minutes.

Director's Report (Bob Stewart)

1. **Easements for Havens Rd. Booster Station**

- Pollen - Complete
- Frazier - Per Mr. Luckage, easement terms are close to being settled and he is awaiting the signed documentation.
- Miller- Discussed in Executive Session.

Motion to Convene Executive Session - Mr. Powelson's motion to convene Executive Session to discuss the purchase of public property for public use was seconded by Mr. Love. With a unanimous roll call vote in favor, the Board entered Executive Session at 7:03 p.m.

Motion to Return to Regular Session - At 7:32 p.m., Mr. Powelson's motion to return to regular session was seconded by Miller. A unanimous vote in favor returned the Board to Regular Session. No action was taken during Executive Session.

2. **Verizon Wireless Agreement** - Mr. Luckage and Mr. Miller will set up a time to discuss insurance issues with Verizon within the next week.

Superintendent's Report (Russ Seevers)

1. **Maintenance & Repairs**

- a. **Windrush Lift Station Pumps** - Pump maintenance and repairs have increased significantly due to clogs caused by non-biodegradable and/or non-woven cleaning wipes in the system (e.g., Clorox®, Lysol®, Mr. Clean®, some diaper liners, saline wipes, etc.). **Action Taken/Required:** Since the problem appears to be localized to a specific community, Beth will draft a notification letter to residents in the area. The letter will describe the problem and advise residents to discontinue flushing these types of wipes. Prior to sending, the Board will review the letter at the next meeting.
- b. **I & I** - no additional work this period.

Engineering Report (John Grosse)

1. **Water Usage Report** - John reviewed and compared 2008 and 2009 water usage data.
2. **Backflow Prevention** - In accordance with Ohio EPA requirements, JWSD will commence a Backflow Prevention enforcement program. **Action/Taken Required:** John Grosse will provide sample notification letters to the Board at the next meeting for review. Following approval of a notification letter, JWSD will send the letter to users who have a backflow preventer. Additional procedures to address non-compliance will be implemented as the process continues. Steve Love was designated to monitor the process.
3. **Havens Rd Booster Station Project Update** - Mr. Grosse anticipates an early March bid advertisement as long as easement issues are resolved and engineering plans go as expected.
4. **City of Columbus/SWLCWS/Bulk Water Purchase** - Discussion about these items will be placed on the February agendas and included the RAIL. In the meantime, Eric recommended that JWSD gather the specific terms of the SWLCWS offer (e.g., tap fees, rates, contingencies) and the bulk water purchase rate from the City of Columbus fee schedule to prepare for discussions.

Controller's Report (Mark Williams)

1. **Financials** - Mark discussed the relationship cause and effect between revenue decreases and water usage decreases. Also discussed were projections and cash surplus strategies.
2. **Investments** - Chris Boyd (Merrill Lynch) is scheduled to attend the February 4th meeting to discuss investment performance.

Accounts Payable

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

RAIL - The RAIL was updated according to this meeting with the following action items added:

1. Windrush Lift Station Pumps
2. Backflow Prevention
3. Verizon Wireless Agreement
4. Compensation Package Comparisons

Comments & Questions

April Meeting Schedule - The Board will visit vacation schedules and may adjust meeting dates in April.

Motion to Adjourn

With no further official business to discuss, Beth Breyfogle moved to adjourn the meeting. Tom Flynn's second and unanimous vote in favor ended the meeting at 8:35 p.m.

Bob Powelson

Minutes Respectfully Submitted by Dawn Chase

Next Meeting is February 4th at 7:00 p.m.