

Woodfin Sanitary Water and Sewer District  
Meeting of Board of Trustees  
Minutes of August 18, 2008

The meeting was called to order at 7 P.M. by James Latimore, Chair. In attendance: Marjorie Meares, Vice-chair; Keith Snyder, Secretary; Director Joseph Martin; Finance Officer Shirley Wood; Jackie Bryson, MSD Representative; Matt Tate of the Weaverville Tribune.

Approval of the Agenda

Snyder moved approval of the agenda, Meares seconded. Motion carried unanimously.

Approval of Minutes

Snyder moved approval of the July 2008 minutes and work session notes, Meares seconded. Motion carried unanimously.

MSD Report

Jackie Bryson reported on MSD's efforts at fuel and energy conservation.

District Reports

Motion by Snyder to accept the reports, Meares seconded. Motion carried unanimously.

Old Business

- A. Trustee item – tap freeze – general Board consensus on approving a future resolution delaying out-of-District taps pending further work on a growth plan and/or conservation plan.
- B. Trustee item – investments RFP – Finance Officer provided information to the Board regarding investment possibilities. General Board consensus on staff preparing a Request for Proposals for investing the District's conservation easement funds.
- C. Trustee item – growth plan update – Motion by Meares to discontinue work with Chris Kaase if more useable information cannot be provided, Latimore seconded. Motion carried unanimously.
- D. Trustee item – emergency response plan – Director reported intention to have staff review the emergency response plan and help formulate ideas for training exercises.

New Business

- A. Resolution 2008-09 Water Restrictions – Snyder moved approval, seconded by Latimore. Motion carried unanimously.
- B. Resolution 2008-10 Budget Amendment – Motion by Meares to table pending typographical correction, Snyder seconded. Motion carried unanimously.
- C. GIS presentation – Director presented the District's GIS data to date.

Call of Director

- A. Director is registered for NCLM's media workshop in October.
- B. Baird Cove tank project is complete.

- C. Reynolds Mountain Village is complete.
- D. The District's annual audit has begun.
- E. Director was invited to deliver a feature presentation on strategic management at the NC division of the American Water Works' October meeting.

#### Call of Board Members

Latimore presented information regarding rebate programs undertaken by other water utilities. Snyder agreed to take GIS information provided by Director to Buncombe County for future work on growth plan. Director agreed to submit builder's survey to NC Green Building Council for comments. Next work session was set for September 2<sup>nd</sup> at 7:00 PM by consensus.

#### Call of Citizens

No concerns from citizens at this time.

#### Adjournment

Meeting was adjourned at 9:20 P.M.