

Woodfin Sanitary Water and Sewer District
Meeting of Board of Trustees
Minutes of November 17, 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; Jackie Bryson, MSD Representative; and Katherine Hunter from the Weaverville Tribune.

Approval of the Agenda

Snyder moved approval of the agenda with Old Business relocated to agenda's end, Meares seconded. Motion carried unanimously.

Approval of Minutes

Snyder moved approval of the October 2008 minutes, Meares seconded. Motion carried unanimously.

MSD Report

Jackie Bryson reported a) MSD raised \$22,000s for the United Way, b) was awarded the 2008 Excellence in Management Award from the National Association of Clean Water, c) Eliminated the \$8 million scrubber project completely due to current economic conditions.

District Reports

Latimore noted for the minutes expenditures from the conservation easement are greater than interest earned at this time. Motion by Snyder to accept the reports, Meares seconded. Motion carried unanimously.

New Business

- A. MSD Representative Reappointment – General Board consensus to table reappointment until December 2008 to allow interested citizens the opportunity to apply.
- B. Consideration of staff annual holiday bonus – Motion by Latimore to grant staff a one percent holiday bonus, Snyder seconded. Motion carried unanimously.
- C. Consideration of Water Treatment Plant Proposal – Motion by Snyder to accept the proposal from Bunnell-Lammons Engineering for services, Meares seconded. Motion carried unanimously.
- D. Consideration of Water Conservation Program – Motion by Meares to table pending further review by the Board & outside organizations, Snyder seconded. Motion carried unanimously.

Call of Director

- A. The District was chosen by the state in a competitive process for a free water audit to help reduce unaccounted-for water loss.
- B. Staff cleaned a number of trees around the reservoir & the reservoir level has increased by five feet.
- C. The District's annual audit should be ready in December.
- D. Congratulations to Mark Ball for receiving his "B" Distribution certification.
- E. Bidding of Distribution parts has resulted in savings of approximately \$3,000 this fiscal year.

- F. Staff completed a 2” water line replacement project on Norman Austin Road.
- G. District offices will be closed on 11/27 & 11/28 in observance of Thanksgiving.
- H. The Director requested the District’s attorney follow up on information received from one of the contractors for Versant regarding the letter of credit & project completion.

Call of Board Members

Latimore requested the Director look into an issue with water cut-offs presented in a letter from a District citizen. Meares requested the Director and Board revisit the possibility of providing rain barrels for interested citizens.

Call of Citizens

No concerns from citizens at this time.

Old Business

Meares presented action plan for the Director for next evaluation. Latimore proposed dropping action items related to future presentations of operational budgets. Motion by Meares to drop action items related to future presentation of operational budgets, seconded by Snyder. Motion carried unanimously. Motion by Meares to accept the action plan as amended, seconded by Snyder. Motion carried unanimously.

Adjournment

Meeting was adjourned at 8:00 P.M.