

Woodfin Sanitary Water and Sewer District  
Meeting of Board of Trustees  
Minutes of October 20, 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; and a reporter from the Weaverville Tribune.

Approval of the Agenda

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

Approval of Minutes

Snyder moved approval of the September 2008 minutes and October work session notes, Latimore seconded. Motion carried unanimously with Meares abstaining.

MSD Report/MSD Presentation

Jackie Bryson reported a) MSD completed 866,000 feet of preventive maintenance cleaning of sewer system lines, b) MSD had completed a Master Plan, c) purchase of an \$8 million scrubber was postponed 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 Meares to accept the reports, Snyder seconded. Motion carried unanimously.

Old Business

- A. Resolution 2008-10 Budget Amendment – Motion by Meares to approve, Snyder seconded. Motion carried unanimously.

New Business

- A. Resolution 2008-12 Identity Theft Program – Motion by Meares to approve, Snyder seconded. Motion carried unanimously.
- B. Review of Banking Services RFP – Finance Officer Wood presented information on banking services. Staff recommendation to remain with First Citizens Bank. Motion by Meares to approve a three-year contract with First Citizens Bank, Snyder seconded. Motion carried unanimously.

Call of Director

- A. The Director was asked to give a presentation on Strategic Financial Management at an American Water Works workshop in Concord on October 28th.
- B. The District was awarded a Green Initiative certificate by the League of Municipalities.
- C. The Director attended media relations training on October 11-12.
- D. A proposal for repairing the dam's drain pipe is expected to be ready shortly
- E. The reservoir is still down 6 feet and water restrictions should remain in place.

Call of Board Members

Latimore attended a Water Resources Institute conference in Raleigh on October 7-8 and had information that he would share with the Board at a later date. Meares presented the Board with a project outline for the Director's future evaluation, tabled until the next meeting by consensus.

Call of Citizens

No concerns from citizens at this time.

Adjournment

Meeting was adjourned at 8:30 P.M.