

Woodfin Water District
June 8, 2004 Monthly Meeting Minutes

Meeting called to order at 7:00 P.M. by Chairman Henry Chandler.

Board Members Present: Henry Chandler, Robin Cape, James Latimore

Also Present: Director Joe Martin, Jackie Bryson (MSD) and interested citizens.

Motion by Robin to accept the agenda as presented, seconded by James. Motion carried unanimously.

Motion by Robin to accept the minutes as presented from the May 2004 meeting, seconded by James. Motion carried unanimously.

Monthly Reports:

There was discussion regarding the number of locating requests. Joe explained that since the District was activated with NC One Locate, we would be having more documentation regarding locating activity.

Motion by Robin to accept the financial and activity reports as presented, seconded by James. Motion carried unanimously.

A guest to the meeting was Jackie Bryson, representing MSD. She shared briefly about the plans MSD has and updated the Board on the rate increases that will be imposed by MSD effective July 1, 2004. She and Joe shared with the Board the use of MSD's GIS program, which is a Geographical Information System. MSD has said they will assist the District in working with GIS to map our lines.

Old Business:

Joe reported that everything is powered up and working at Laurel Terrace.

There is no change in the PreCon status. Still waiting for them to make contact to arrange some painting and other services.

This was the third reading of the FY 2005 Budget. After minimum discussion, the motion to accept the Resolution to adopt the FY 2005 Budget was made by Henry and seconded by Robin. Motion carried unanimously.

Joe presented a draft of a letter he wishes to send to customers with delinquent accounts. It includes a plan to give a 15% discount to all those paying off their past due amounts by September 1, 2004. After much discussion as to the friendliness versus effectiveness of communicating the reason of the letter, Robin made a motion to accept the letter in the

spirit that it was written, with some changes made to the content. James seconded the motion. The motion carried unanimously.

Joe presented the annual audit agreement with Killian. James made a motion to accept the agreement and Robin seconded it. The motion carried unanimously.

New Business:

Joe presented Resolution 2004-02 District Rules and Regulations. Robin made a motion to accept the resolution and James seconded it. The motion carried unanimously.

Joe presented Resolution 2004-03 establishing the new rate and fee structure. Robin made a motion to accept the resolution and James seconded it. The motion carried unanimously.

Joe presented Resolution 2004-04 regarding the NC Debt Setoff. This will allow the District to use the means provided by the State and the League of Municipalities to collect outstanding water bills from people who have left without paying. After some discussion, Robin made a motion to accept the resolution and James seconded it. The motion carried unanimously.

Joe presented Resolution 2004-05 regarding the 2005 Salary Schedule. After some discussion, Robin made a motion to accept the resolution and James seconded it. The motion carried unanimously.

Joe shared that he was considering using the League of Municipalities resource for the District's liability and professional insurance coverage, explaining how it will save about \$4,400. He explained he will meet with the League representative and will let the Board know the final figures.

Call of Director:

Joe shared information gained from a meeting with Asheville's Fire Chief regarding fire hydrant repair and replacement. He expressed he felt the dialog was open and good.

There was discussion regarding fuel usage and where to look for the best price.

Joe reported that their attendance to the Montreat conference had positive results.

Golf course project is on course. Also, a project with 230 units on Goodman Road is in the works. It would be a good revenue generator.

The District will be looking into using credit cards to accept payments and possibly accepting payments online. Still researching that.

Joe is also looking at changing the format on the water bill design.

Call of Board:

James made a motion for a resolution for Joe to write a letter to Mayor Jerry VeHaun and the Board of Aldermen of Woodfin to express the District's gratitude for their support of the Water Management Trust Fund Conservation Easement. Henry seconded the motion. The motion carried unanimously.

Call of Citizens:

There were no comments or expressed concerns from citizens.

With no further business to discuss, motion was made by James to adjourn, seconded by Robin. Motion carried unanimously.

Meeting adjourned at 9:00 P.M.

Henry Chandler, Chairman

James Latimore, Secretary