

**Woodfin Water Department
Board of Trustees Meeting
Minutes
March 16, 2004**

Henry Chandler, Chairman
Robin Cape, Vice Chairman
James Latimore, Secretary, Treasurer
Joe Martin, Director

Reading of the agenda Robin moved to accept the agenda, Henry second

Approval of February's minutes

Citizen comment corrected the word "purchase" to the word "lease" on the second page of the February minutes.

Motion to accept corrected minutes by Robin Cape, seconded by James Latimore. Motion approved.

Agenda item "Search for Director" moved forward on the agenda. Robin Cape reported on the search for Director. Joe Martin introduced himself to the citizens in attendance and gave a brief synopsis on his background. The Board members commented that they were relieved to have Mr. Martin on board.

Motion by James Latimore to thank the search committee for their assistance in the director search, seconded by Robin Cape. Citizen asked if there was a press release issued for the appointment of the new director. James stated that he had contacted the Asheville Citizen-Times and would work on a press release.

Board members discussed the financial statements and the financial condition of the District to date. James mentioned that he had received a check register list from the office staff. Motion to accept financial report by James Latimore, seconded by Robin Cape. Motion carried unanimously.

James Latimore explained the Board Procedures agenda item to those present. He stated that it was designed to create better accountability and responsibility from the staff regarding expenses and general procedures. This will help ensure that the Board will know and understand what is going on within the District. He presented the following Board procedures:

1. Withdrawals from reserve accounts require Board approval. Motion by Robin, seconded by James. Motion carried unanimously.
2. All official decisions of the Board require a motion that is approved at a Board meeting. Motion by Henry, seconded by Robin. Motion carried unanimously.
3. Budget modification item agreed to be tabled until more information is available.

Board training proposal was presented by James that would be done by the mediation center. Content included anger management, mediation, meeting organization, organizational conflicts, workplace conflicts & workplace diversity, and Parliamentary procedures. Betty Chamberlain mentioned a Mr. Robert "Buzz" Lee that would be willing to provide parliamentary procedure training gratis to the Board. She volunteered that she would be willing to make contact with Mr. Lee regarding procedure. Mrs. Chamberlain mentioned that she felt that Buncombe County should be willing to provide training to elected officials.

Feasibility of providing water to project surrounding Northwoods Golf Course. Robin explained the project to the citizens. The original developer asked the District if they would provide water to the development and the District declined. Asheville at that point stated they would be willing to provide water to the project. The new board would like to reexamine the possibility of providing water for this project. James made a motion to continue examining the feasibility of providing water for this project, seconded by Robin. Motion carried unanimously.

General discussion regarding the amount of water the District is able to provide for the District and outlying customers. Citizen comment asked if Asheville was legally allowed to come into the District to provide water. Robin stated it appears that for a number of years there was a gentleman's agreement in place that governed these types of activities. There was general discussion regarding the contracts in place with Asheville and the possibility of renegotiating those contracts.

James gave a report on the repair of fire hydrants. He stated the old board knew there were a number of hydrants inoperable. The previous director stated that it would cost approximately \$1600 to replace each of 29 hydrants. Rather than this expense, the staff was able to repair a number of these hydrants for approximately \$15 each. Motion by James to have Henry send a letter to the Woodfin Fire Chief stating which hydrants were repaired and which still need work and also thanking the staff for their assistance with the hydrant repair.

Robin gave a report on a block grant available to the District for approximately \$450k set aside for the District. This grant is for the improvement of low-mod income housing water structure. She stated the Board would be working with Land of Sky and the City of Woodfin to get the grant together so that this project can begin. The grant dollars must come through a municipality. Robin also reported the District would like to have better relationships with the municipality and the fire district in the future.

Robin gave a report on a SCADA project. SCADA provides a better system so that the staff can use broadcast radio signals to read information from the system. She stated the Board made some adjustments to the project to save some dollars. The last piece of the project was to place a transmitter on an existing tower. The woman who owns the property is agreeable but would like the Board to move a current booster tank. Robin motioned that within the next 5 years the Board will remove this tank, seconded by James. Motion carried unanimously.

Robin mentioned the survey results to date. James discussed an email that was received by the Board regarding timber logging. James stated that at this point it looked somewhat likely that the District may receive several million dollars for conservation of the Watershed rather than having to resort to selling the timber rights of the Watershed. He provided several thoughts he had on the long term financial viability of the District. James stated that he would like to see the Board have a public hearing on any Conservation easement before it was signed. Robin stated that the movement she sees across the country is that protection of the water source is paramount in the protection of water supplies. She restated her position that logging the Watershed would not provide the types of income that would be worthwhile in the long run. Robin stated that there was a mandate from the voters that elected them to protect the Watershed.

A citizen stated that she felt that the email of one citizen shouldn't scuttle the effort of the Board to pursue the conservation easement. James stated that he believed that one of the problems of the old Board was that they made many decisions without involving the citizens. Another citizen thanked the board for sending out the survey and for trying to see where the District could save money. Another citizen stated that he was aware that the Woodfin Water District Watershed had a very low risk to contamination.

Motion by Robin to adjourn, seconded by James. Motion carried unanimously. Meeting adjourned at 8:32 P.M.

Henry Chandler

Chairman

James Latimore

Secretary