

MINUTES FOR THE REGULAR JOINT MEETING OF THE WOODRIDGE LAKE SEWER DISTRICT SEWER AUTHORITY AND THE BOARD OF DIRECTORS OF THE WOODRIDGE LAKE SEWER DISTRICT TUESDAY, JULY 13, 2021 AT 3:00 P.M. HELD REMOTELY THROUGH ZOOM VIDEO CONFERENCING

CALL TO ORDER: Raymond Turri called the meeting to order at 3:05PM.

ATTENDANCE: Board members attending Raymond Turri, Alfred Shull, Richard Reis, James Mersfelder, Dave Hazan, also attending Tax Collector/Clerk Laurie Mosley.

EXCUSED: Alternate Jerry Abrahams, Plant Superintendent Mark Theriault

APPROVAL OF MINUTES: The minutes of the regular board meeting held June 8, 2021 was presented for approval.

A MOTION WAS MADE BY, Alfred Shull seconded by Richard Reis; to approve said minutes as presented. No corrections or discussions. **THE MOTION CARRIED.**

REPORT FROM PLANT SUPERINTENDENT AKA CHIEF OPERATOR- MARK THERIAULT

Presented by Ray Turri

- Since the last meeting Mark hired a part time employee, Eric Anderson. Eric was hired for 28hrs per week. After the first week Eric scaled back to 12hrs per week due to his social security situation. Eric said he can fill in when Mark needs him to, he will just have to work less hours the following week or weeks depending on how much he works. Eric seems to fit in perfectly and brings with him 19 years of wastewater experience, mostly in the lab.
- Mark had to call John at N.I.C for the S.C.A.D.A not calling out alarms. John worked on the issue for two days and resolved the issue. The problem was with the Winn-911 software and he needed tech support from them to resolve the issue.
- Mark found a class with Art Enderle from South Windsor. Art is doing classes for class 1 and 2 certifications at the Torrington plant once a month. Billy and Conor are both going to attend his class. The class is for three hours and the cost is \$30 per session. Laurie commented that they had attended the class, learned a lot and have signed up for a study group.
- The first round of mowing is complete. It took a little longer this year due to the tractor being down for a couple of weeks and then the mower needed repair.
- Mark had Roy here from Turri Masterson to look at the breaker at station 6 pump 2. The main breaker was tripping a lot and Mark figured it could be part of the problem he had with the power supply and starter taking a surge last month. Roy came out and agreed; Roy ordered a new breaker and will install the breaker when it comes in.

FLOWS: The average daily flow for June was 91,000gpd. and the total rainfall was 6.35in. The average daily flow to date for July is 116,000 gpd and the total rainfall has been 3.25inches.

MONTHLY FINANCIAL REPORTS:

Under Financial Reports, David reported Income for June was much higher than budget due to FEMA funds being received and deposited for the state of emergency expenses from the storm of August 4, 2020, a total of \$48,147.19 was dispersed. Under expenses, we were under budget, quiet month. Delinquents have not changed much.

At 3:16PM **A MOTION WAS MADE BY** Alfred Shull, seconded by Richard Reis to go into Executive Session. No discussion, **THE MOTION CARRIED.**

At 3:30PM **A MOTION WAS MADE BY** Alfred Shull, seconded by Richard Reis to come out of Executive Session. No discussion, **THE MOTION CARRIED.**

OPEN END ISSUES OF PREVIOUS MEETINGS IF ANY- None

NEW BUSINESS- David Hazen discussed changing/updating the reporting method of the financials. The current system was built by former Board member Jeff Clark who is an expert on producing reports through excel in tables and spreadsheets. The issue with this system is that the formulas are so connected that if an error occurs, it may not be easy to find. Dave feels it is hard to work with and takes up to much time. When Richard, David and Laurie used it for the budget forecasting for 2021-2022, it was very difficult to move around in. David suggests either we use the Sage accounting system to report the financials or he will make a new simpler excel spreadsheet to work off of. Jim discussed our old reporting system and would send David a copy of that. Discussion occurred on the subject. It was decided David would make something up for the Board to look at and we would discuss it at the next meeting.

Jim mentioned that we need to look at the future I and I projects and how we handle them. Discussion occurred on the management of the project, how we should handle it and whether we can take over part of the project in house. Jim will discuss this with DPC and report back.

A MOTION WAS MADE BY Alfred Shull, seconded by Richard Reis, to adjourn at 3:47PM. No discussion, **SO VOTED.**

Respectfully submitted,

Alfred L. Shull, Clerk

Laurie Mosley, Recording Clerk

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