

February 6, 2024  
Westerlo Water Board Meeting  
Minutes

Meeting was called to order at 6:01 by Chairman Bill Bichteman who led the pledge to the flag.

Attending were: Bill Bichteman, Water Board Chairman, Gerry Boone and Kelley Keefe, Water Board members, and Lisa DeGroff Confidential Administrator.

The minutes of the last meeting were read and approved with one correction; Motion by Bill Bichteman and second by Gerry Boone. Carried

Bill reported that the Town Board voted at the last workshop meeting to increase the system operator's salary. He questioned when the Town started voting at the workshops as that had always been done at the regular town board meetings. It had previously only discussed items at the workshops but voting could only take place at the regular or special town board meetings. Lisa stated that she had sought guidance regarding this and was told that it was permitted.

The salary increase for Doug Story will take effect immediately and he will see it in his monthly pay effective with his February check. The salary of \$24,660 divided by 12 months but paid over the remaining 11 months this year. Kelley made the motion seconded by Gerry and carried.

Bill shared the financial reports that Lisa had prepared for us and reviewed them. Lisa will amend the water district budget to reflect the system operator salary increase.

A number of action items that were carried over from our previous meeting were discussed:

Current System Status and Deficiencies

- a) Back up well inoperable
- b) Tank water elevation cannot be monitored or controlled from Treatment Building
- c) Chart recorder inoperable
- d) Electronic Chlorine dosing has never functioned

Maintenance Program & Schedule

- a) Flushing lines and Hydrants inspections
- b) Internal Tank inspection and cathodic protection

Purchase orders - they have been designed and were distributed for our review.

We need to determine who our "go to" people are for repairs outside of Doug's expertise. Bill will need to sit down with Matt to find that out and as Matt is not free for the next couple of

weeks, we should still have some progress before our next meeting. Lisa clarified that Matt didn't mean that we had the rest of the ARPA money at our disposal as was said at our last meeting. There are apparently still some broadband project fees that will need to be paid first.

The Water District will be losing two properties from the system. The Freese house and the Taber property.

Back up well - The Southside water co-op well is a substantial well but has never been connected. It needs to be tested and have a properly sized pump installed.

Control Panel - It is going on 20 years old. When the circuit board went bad we had to hunt all over for parts so it should be modernized as the other items are fixed.

Lisa offered a document from the state comptroller that helps with prioritizing the projects. Bill thanked her for that.

Bill stated that in order to fix deficiencies we will have to have a consulting engineer provide the info to the health department. Bill explained the individual deficiencies within the system in detail and will start exploring the best action plan.

Hydrant Flushing - needs to be done. Possibly ask if someone from the fire company can attend our next meeting.

We have \$55,000.00 left in the Reserve Fund after last year. Motion by Kelley to transfer the funds; Second by Gerry and carried.

Our next meeting will be on Wednesday March 13 at 6 pm.

Motion to adjourn by Kelley; Second by Gerry and carried.

Respectfully submitted,

Kelley Keefe