MINUTES

Westport County Water District

Meeting of the Board of Directors

December 12, 2020

Meeting convened at 10:40 AM at the Westport Hotel

1. Roll Call—Present

Board Members: David Brothers, Lee Tepper, Ann Woodhead, Val Hale (joined late)

 Staff: Administrator Kayla Cooper, Chief Operator John Morrill

2. Consent Agenda

 A. The minutes of the meeting of November 14, 2020, were approved.

 B. Correspondence—none

3. Public Comment—none

4. Staff Reports

 A. Administrator Kayla Cooper

 1) Accounts

 Main Account: $31,700.

 Water Capital: 6,629.

 Sewer Capital: 6,547.

2) The cost of the State wastewater permit for the District was

$13,029, hence the sharp decrease in the Main Account since last month.

B. Operator John Morrill: Mr. Morrill stated that there was nothing of

significance for the Board to consider at this point. All is well.

5. Old Business

1. District Website—Ms. Cooper reported that Bradley plans to finish the

website on his school break.

B. Change of election years: The County has not commented on 2020-1, so the

 District can assume that it was accepted.

C. Grant status—nothing new to report

 D. Status of Bylaws and Policy review: David Brothers and Carla Thomas will

 review the Elk documents and make recommendations.

 E. The Siamex property--Questions and Determinations:

1) The District will not provide service to the property without the

 proof by Siamex of proper permitting by the County. Ms. Cooper

 will check with the County to see if any permits have ben issued.

2) The District must ascertain whether the property is actually

within the District. Mr. Tepper will look for the boundary maps

for both water and sewer.

 3) The District needs to receive documentation from Siamex that

 verifying that Mr. Sosa is authorized to represent the company.

 4) Mr. Hale will attempt to ascertain whether there is a septic system being

 used on the property.

6. New Business--none

7. Meeting adjourned at 11:55 am.

Respectfully submitted,

Ann Woodhead

Board Member and Secretary

January 7, 2021