MINUTES

Westport County Water District

April 10, 2021

Meeting convened at 10:00 AM on ZOOM

1. Roll Call

Present:

Board Members David Brothers, Lee Tepper, Ann Woodhead, Val Hale

Staff: Administrator Kayla Cooper, Chief Operator John Morrill

Public: Robert Finnell, Ryan Grossman

2. Consent Agenda

A. The minutes of the meeting of March 13, 2021 were read. Minor edits were made, and the minutes were unanimously approved.

B. Correspondence—none

C. Minutes from March 25, 2021 special meeting were read and approved.

3. Public Comment—Advice from Robert Finnell was provided throughout the meeting. He suggests revisiting the bylaws annually for updates and modification.

4. Staff Reports

A. Administrator Kayla Cooper (See attached report for more detail.)

1) Accounts

Main Account: $35,152.97

Water Capital: $7,349.37

Sewer Capital: $7,432.22

B. Operations Manager John Morrill (See attached report for more detail.)

Added Comment by John:

1. We haven’t moved forward on the radiator repair until a backup generator is available. Val said he has a generator we can use when ready.

5. Old Business

1. District Website: Kayla published the website. She added Board Member email addressed. More work will be done to the website, including adding a map of the district boundaries. John will look for a district map.
2. New Board Member Search

Two positions are available on the board. Potential candidates Ryan Grossman and Robert Finnell attended this meeting and are interested in joining the Board. Kayla will post an article advertising the new positions for 15 days in the Westport Wave, also at the Westport Store on the bulletin board, and on the WCWD Website.

1. New Bylaws

The bylaws were unanimously adopted. Minor edits will be made by Ann. She will provide hard copies to all Board Members. This document now constitutes the official bylaws of the WCWD.

6. New Business--none

7. Meeting adjourned at 11:15 AM.

Executive Discussion (Closed Meeting)

1. Chief Plant Operator brought up concerns regarding the impending drought and our need, as a district, to conserve water. We will continue to discuss this subject as the summer progresses

Respectfully submitted,

David Brothers

Board Member and Secretary

May 12, 2021