MINUTES

Westport County Water District

May 13th, 2021

Meeting convened at 7:10 PM on ZOOM

1. Roll Call

 Present:

Board Members: David Brothers, Lee Tepper, Val Hale

 Staff: Chief Plant Operator John Morrill, Administrator Kayla Cooper

 Public: Robert Finnell, Ryan Grossman, Dorine Real

1. Consent Agenda

A. The minutes of the meeting of April 10, 2021 were read and unanimously approved with one minor edit request of John Morrill; John prefers his position to be referred to as “Chief Plant Operator.” In relationship to this position, David Wilson is referred to as “Shift Operator.”

 B. Correspondence—none

1. Public Comment

Public comment was solicited by board members throughout the meeting and were provided from all attending members of the public. Comments from each individual will be noted throughout the minutes. Initial comments, when the floor was opened specifically to public comment were from:

* Robert Finnell reiterated a willingness to be a board member but also noted that there are other qualified candidates who could also join and attend meetings in person, whereas Mr. Finnell would need to attend remotely (via Zoom) when not in town for a scheduled meeting. Staff and Board Members agreed, that the Zoom option is workable and will likely help the board as a whole maintain a quorum for meeting.
* Dorine Real suggested confirming bylaws are consistent with the existing State Water code 3000.
* Dorine also suggested exploring the possibility of generating renewable electricity on District property in order to subsidize our own power supply or to generate revenue for the District. David Brothers expressed interest in working with Dorine to explore options.

4. Staff Reports

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

 1) Accounts

 Main Account: $38,674.84

 Water Capital: $7,549.37

 Sewer Capital: $7,632.22

 Kayla reported that she posted a notice in the Westport Wave, on the Westport Store’s bulletin board, and on our website regarding the two available board positions. She has not received any inquiries as of now. The notices will remain posted through the end of the month.

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

 Main points:

* Confidence report was released to customers.
* There is much concern about the current drought. John is exploring strategies for helping the district conserve water and adjusting the system to accommodate a likely worsening situation. Among these measures includes coming up with a remedy for high manganese levels in the well water if the district is required to depend on our well instead of on Wages Creek.
* John expects to spray 2,000,000 gallons of wastewater this summer, but he also suggested to the Fire Chief the possibility of using waster water as a resource to fight summer fires.
* A new generator will be installed in the next few days.

5. Old Business

1. Progress on Website

Robert suggests posting drought information and water conservation tips on the website and also directing customers to the website in the Westport Wave.

1. New Board Member Prospects

Ryan Grossman and Robert Finnell are still waiting to join the board and have attended the last few meetings.

1. Bylaws review

Robert duggests getting clearance from the County for the bylaws by submitting them as a PDF to the County Board of Supervisors along with a notation that we will consider our bylaws approved within one month of submission if no objections have been raised in that time by the County Board.

1. New Generator

Underway. Val will get a quote on fixing the radiator.

1. Water Conservation Discussion

John will not flush the system this year in order to conserve water. John got a quote of $3,500 for cleaning water storage tanks. He advices waiting a year due to drought. Anodes will need to be inspected and/or replaced and steel tank inspected for corrosion. John wrote up and provided the Board (prior to the meeting) a detailed Drought Advisory Worksheet (attached). There is great concern now about how to educate residents about the seriousness of this current drought and encourage water conservation. There are a few residents who consume far more water than their allotment and also far more than our water source will supply later in the year. The Board, Public, and Chief Operator, had a long discussion on possible policy adjustments and provisional measures to help keep water usage in check. John and Val will consult as a sub-committee to discuss the issue and will report back to the Board at the next meeting. Robert suggested signage to enhance awareness of the drought, also offering residents a tour of the water plant to educate them. Again, he reiterated the need for education (via the website, Westport Wave) and a proactive approach.

6. New Business

1. Proposed change of monthly billing date

 Kayla and John suggested moving the billing date closer to the first of the month (it is currently the 15th of each month) in order to provide water consumption data to the customer asap; this will aid residents in conservation and regulating water consumption. The Board agreed to enact this policy.

7. Meeting adjourned at 8:55 PM.

Respectfully submitted,

David Brothers

Board Member and Secretary

June 9, 2021