

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – MARCH 7, 2019 at 7:30 AM**

The meeting was called to order at 7:30 a.m. by President Earickson.

Trustees present: Jeff Earickson, President; Mark McCluskey, Vice-President; J. Michael Talbot, Treasurer; Allan Fuller, Clerk; Alex Wild, Assistant Treasurer; Al Hodsdon, Trustee; Karl Dornish, Trustee; Frank Richards, Trustee; Denise Bruesewitz, Trustee; Amy Stabins, Trustee

Trustees absent: None

Denise Bruesewitz, Trustee, left the meeting at 8:50 a.m.

Also present: Roger Crouse, General Manager; Jeff Longfellow, KWD Engineer; Matt Zetterman, KWD Director of Water Quality/Director of Technology; Benny LaPlante, KWD Customer Service Manager/Safety Coordinator; Jared Bragdon, KWD Operations Superintendent; Sue Markatine, Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

None

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF FEBRUARY 21, 2019.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' Meeting of February 21, 2019," seconded by Trustee Dornish.

Vote: 9 in favor, 1 abstention, motion carried.

ITEM 3: FINANCIALS

A. Account Warrant

Motion by Trustee Wild, "to ratify the total warrant of checks released for \$151,524.88," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

B. Other

None

ITEM 4: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

A. Other

At 7:32 a.m., motion by Trustee Hodsdon, "to enter into Executive Session under MRSA Title 1, Section 405-6A, Personnel Discussions," seconded by Trustee Talbot.

Vote: Motion carried unanimously.

At 8:24 a.m., President Earickson brought the Board out of Executive Session.

ITEM 5: MOTION ISSUES

A. Other

None

ITEM 6: TRUSTEES

A. Comments, Concerns, Ideas

The Trustees requested that Mr. Crouse compose a KWD policy outlining the Board of Trustees involvement in recruitment and hiring. This policy will be approved by the Board.

Trustee Hodsdon asked for an update regarding the purchase of the aluminum utility service truck body from F3 MFG. Mr. Bragdon answered that he is in the process of reviewing and approving a few revisions. When this has been completed, production will begin, and there is an eight to ten week build time.

Trustee Earickson mentioned that since the discussion at the February 21st Board meeting, there have been additional e-mails from the customer who is disputing the KWD charge of \$60 for delivering tenant notices to his rental unit. Mr. Crouse has responded to the additional e-mails and has informed the customer that he can pursue his grievance further by contacting the Maine Public Utilities Commission (MPUC). To date, KWD has not received notification from the MPUC that a case is being opened regarding this matter.

Trustee Dornish asked for an update regarding the Board approved sale of KWD's hydro-station M-4 to Messalonskee Stream Hydro, LLC. Mr. Crouse answered that he recently received a draft of the Purchase and Sale Agreement, and land property easements are in the process of being defined.

ITEM 7: GENERAL MANAGER'S REPORT

A. Legislation

There were no updates regarding the Legislative Bills which were discussed in previous meetings. Mr. Crouse did inform the Board of another bill, LD 1041, currently in the legislature which is "An Act Regarding Collective Bargaining for Public Employees under the Municipal Public Employees Labor Relations Laws". In summary, this bill would repeal the provision that prohibits public employees from stopping or slowing work, striking or blacklisting public employers to prevent employers from filling vacancies; and require both parties in collective bargaining to have an individual present who is authorized to reach a tentative agreement. Because KWD has several employees who are members of a labor union, passage of this bill could impact KWD.

B. Open Positions – Maintenance Supervisor and Director of Water Quality

Mr. Crouse reported that the two KWD open positions of Maintenance Supervisor and Director of Water Quality are currently being advertised, and several applications have been received.

C. Water Bill Updates

The Board members were provided with the most current rendition of the proposed KWD revised water bill, and Mr. Crouse explained the new features. When the refinement of this document has been completed, the outsourcing of the printing and mailing of the bills will commence.

D. Other

Mr. Crouse asked if any Trustees were interested in being a member of the committee which will evaluate the KWD logo options and branding opportunities suggested by Pulse Marketing, LLC. Trustee Stabins, Trustee Earickson, and Trustee Wild volunteered to serve on this committee.

The Board members were informed of two KWD milestones, March 17, 2019 is KWD's 120-year anniversary of incorporation, and April 13, 2019 is KWD's 120-year anniversary of the first Board of Trustees' meeting.

Motion by Trustee Talbot, "to accept the General Manager's Report as presented," seconded by Trustee Fuller.

Vote: Motion carried unanimously.

ITEM 8: DEPARTMENT REPORTS

A. Other

As part of their Board packet, the Trustees were provided with the Monthly Department Reports prepared by the respective managers.

For their review and comments, the Trustees were furnished via e-mail the 90-percent plans and specifications for the KWD Savage Street, Fairfield, project. Mr. Crouse informed the Board members that he has received notification from the Drinking Water Program that there will be principal forgiveness of 25 percent for this project which will be financed through the Drinking Water State Revolving Fund Program.

Regarding the downtown Waterville main replacement project, KWD is applying to the Drinking Water Program for a Capacity Development Grant to aid in off-setting the engineering design cost.

KWD is also applying to the Drinking Water Program for a Source Water Protection Grant which will be used for a project(s) surrounding the China Lake basin.

Motion by Trustee Talbot, "to accept the Monthly Department Reports as presented," seconded by Trustee Richards.

Vote: Motion carried unanimously.

ITEM 9: PUBLIC PARTICIPATION

None.

Motion by Trustee McCluskey, “to adjourn the meeting,” seconded by Trustee Talbot.

Vote: Motion carried unanimously.

Meeting adjourned at 9:10 a.m.

Sue Markatine, Recording Secretary