

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – MARCH 3, 2022 at 7:30 AM**

Note: KWD Trustees held this meeting at the KWD Water Treatment Plant. Notice of this meeting was posted on the KWD Facebook and Webpage.

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

Trustees present: Amy Stabins, President (Remote Access); Frank Richards, Vice-President; J. Michael Talbot, Treasurer (Remote Access); Jeff Earickson, Assistant Treasurer; Sarah Whateley, Clerk (Remote Access); Karl Dornish, Trustee (Remote Access); Allan Fuller, Trustee; Bruce Williams, Trustee; Denise Bruesewitz, Trustee (Remote Access)

Trustees absent: Al Hodsdon, Trustee

Denise Bruesewitz, Trustee, left the meeting at 8:26 a.m.

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager (Remote Access); Jeff Longfellow, KWD Engineering Manager (Remote Access); Matt Zetterman, KWD Technology Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Jared Bragdon, KWD Distribution Manager (Remote Access); Robbie Bickford, KWD Water Quality Manager (Remote Access); Sue Markatine, KWD Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

Mr. Jordan Willette, KWD's recently employed Distribution Technician, was introduced and welcomed by the Board members.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF FEBRUARY 3, 2022.

Motion by Trustee Richards, "to accept the minutes of the Regular Board of Trustees' meeting of February 3, 2022," seconded by Trustee Earickson.

Roll Call Vote: Jeff Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Earickson, "to ratify the February 17, 2022 total warrant of checks released for \$81,562.16 and the March 3, 2022 total warrant of checks released for \$220,417.24," seconded by Trustee Talbot.

Roll Call Vote: Jeff Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 4: REVIEW OF JANUARY 2022 FINANCIAL REPORTS

The Trustees were provided with the January 2022 Financial Statements, Accounts Receivable Aging Report, and 2021 Year-End Capital Budget Expenditures Report, and a brief review was conducted.

ITEM 5: APPROVALS/MOTIONS NEEDED

A. Contract Award – High Street – Eustis Parkway Water Main Replacement Project

The Board members were provided with a request for authorization memo which included proposals from five bidders for the High Street and Eustis Parkway, Waterville, water main replacement project.

Motion by Trustee Fuller, “to ratify the contract with the low bidder, C.H. Stevenson, Inc., for \$1,490,148.00 for the High Street and Eustis Parkway, Waterville, main replacement project,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

B. Contract Award – Western Avenue Water Main Replacement Project

The Board members were provided with a request for authorization memo which included proposals from three bidders for the Western Avenue, Fairfield, water main replacement project.

Motion by Trustee Fuller, “to ratify the contract with the low bidder, Nitram Excavation, Inc., for \$1,155,201.00 for the Western Avenue, Fairfield, main replacement project,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

C. Agreement with Wright-Pierce for Design of Water Main Replacement on the Ticonic Bridge

The Board members were provided with a request for authorization memo which noted that KWD had reviewed qualifications and proposals from four engineering firms for the Ticonic Bridge, Winslow – Waterville, water main design project. The Trustees discussed this project, and a motion was proposed.

Motion by Trustee Richards, “to award the Ticonic Bridge water main replacement engineering design project to Wright-Pierce for a price not to exceed \$49,642.00,” seconded by Trustee Fuller.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 6: GENERAL MANAGER'S REPORT

The Trustees were provided with the General Manager's report, and a brief review was conducted by Mr. Crouse.

As indicated in his report, for a small fee, Crossroads-TV is available to broadcast on the internet the May 18, 2022 public hearing for the rate increase being held at the Fairfield Community Center. It was the consensus of the Board to broadcast this hearing.

Mr. Crouse informed the Board that due to the changes in the recommendations from the Federal and State Centers for Disease Controls, he will continue to monitor the guidelines and will update KWD's present mask mandate as appropriate.

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

ITEM 7: DEPARTMENT REPORTS

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

KWD Managers answered questions regarding document scanning progress and the renewal of the Safety and Health Award for Public Employers (SHAPE) program administered by the State of Maine Department of Labor.

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

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams - Yea. Motion carried unanimously.

ITEM 8: TRUSTEE COMMENTS, CONCERNS, AND/OR IDEAS

After some discussion, the Trustees decided to return to the KWD Business Office located at 6 Cool Street, Waterville, for the Board meetings beginning on March 17, 2022.

The Board discussed lead testing in schools which is required by Maine State Law. High lead content in water typically results when hardware such as pipes and fixtures which contain lead leach into the water. Mr. Crouse commented that, of the schools which have reported, the overall results have been low.

ITEM 9: PUBLIC PARTICIPATION

None

ITEM 10: AS NEEDED: EXECUTIVE SESSION – 1 MRS §405. EXECUTIVE SESSIONS

None

Motion by Trustee Williams, “to adjourn the meeting,” seconded by Trustee Dornish.

Roll Call Vote: Trustee Earickson – Yea, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee Dornish – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

Meeting adjourned at 8:30 a.m.

Sue Markatine, Recording Secretary