

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – AUGUST 18, 2022 at 7:30 AM**

Note: KWD Trustees held this meeting at the KWD Business Office. 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; Frank Richards, Vice-President; J. Michael Talbot, Treasurer; Sarah Whateley, Clerk (Remote Access); Jeff Earickson, Assistant Treasurer; Denise Bruesewitz, Trustee (Remote Access); Allan Fuller, Trustee; Bruce Williams, Trustee; Mark McCluskey, Trustee; Ben Murray, Trustee

Trustees absent: None

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

ITEM 1: INTRODUCTION OF GUESTS

None

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF AUGUST 4, 2022.

Motion by Trustee Talbot, "to accept the minutes of the Regular Board of Trustees' meeting of August 4, 2022," seconded by Trustee Earickson.

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

ITEM 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the August 18, 2022 total warrant of checks released for \$423,517.89," seconded by Trustee Earickson.

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

ITEM 4: REVIEW JULY 2022 FINANCIAL REPORTS

The Trustees were provided with the July/Year-to-Date 2022 Financial Statements, Accounts Receivable Aging Report, and 2022 Year-to-Date Capital Budget Expenditures Report, and a brief review was conducted.

ITEM 5: REVIEW OF BUDGET SUMMARY OF NEW ADMINISTRATION AND OPERATIONS FACILITIES (DRUMMOND AVENUE)

The Trustees were provided with and reviewed the budget and summary of expenditures up to August 12, 2022 for the new KWD Administration and Operations Facility.

ITEM 6: APPROVALS/MOTIONS NEEDED

A. Approval of Procurement Policy Revisions

The Trustees were provided with the revised KWD Procurement Policy which incorporated the changes recommended by the Board at the August 4, 2022 meeting. A few minor changes were suggested, and a motion was proposed.

Motion by Trustee Earickson, “to approve the revised KWD Procurement Policy with the recommended modifications,” seconded by Trustee Williams.

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

B. Approval of Sodium Hydroxide Purchase Agreement – Budget Increase

The Trustees were provided with a request for authorization memo which included proposals from two bidders (KWD solicited five firms) for the purchase of sodium hydroxide in totes. Mr. Bickford explained the reason for a quantity increase of this chemical. He also conveyed the fact that purchasing in totes, which is more expensive, is necessary while the chemical storage system improvement project is underway at the Water Treatment Plant (WTP).

Motion by Trustee Fuller, “to accept the bid from Univar for the purchase of sodium hydroxide in totes for \$5.16 per gallon for an estimated 5,400 gallons,” seconded by Trustee Richards.

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

ITEM 7: GENERAL MANAGER’S REPORT

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

In addition to his report, Mr. Crouse informed the Board that KWD is soliciting proposals from firms for financial auditing services for the next three years with the option to extend the contract for an additional two years.

KWD has hired a new Distribution Technician to replace one which recently resigned.

Mr. Crouse was approached by a law firm soliciting clients for class-action litigation against PFAS manufacturers. This potential legal action is a result of water utilities having to fund projects to reduce the

levels of PFAS in drinking water. The Board consensus was to allow Mr. Crouse to discuss this potential litigation further with the law firm and report back to the Board.

KWD has received statements of qualifications from five firms which are interested in the consulting project to determine the best means to reduce PFAS levels in the KWD drinking water. The Maine CDC Drinking Water Program has indicated that KWD could receive a grant to cover fifty percent of the cost of this project. KWD staff and Trustee Whateley will review these qualifications and make a recommendation to the Board members.

Motion by Trustee Talbot, “to accept the General Manager’s Report as presented,” seconded by Trustee Earickson.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Abstained, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Abstained. Motion carried.

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

In response to a question by Trustee Richards, there were no Trustees who were opposed to considering purchasing parcels in the China Lake watershed when they become available for sale.

ITEM 9: PUBLIC PARTICIPATION

None

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

At 8:25 a.m., motion by Trustee Talbot, “to enter Executive Session under MRSA Title 1, Section 405-6A, Personnel Matters,” seconded by Trustee Williams.

Roll Call Vote: Trustee Earickson – Yea, Trustee Bruesewitz – Abstained, Trustee Talbot – Yea, Trustee Richards – Yea, Trustee Stabins – Yea, Trustee McCluskey – Yea, Trustee Murray – Yea, Trustee Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried.

At 8:36 a.m., President Stabins brought the Board out of Executive Session.

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

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

Meeting adjourned at 8:37 a.m.

Sue Markatine, Recording Secretary