

Prudence Island Water District Board of Directors

Minutes of Meeting held 9/14/13

Call to Order. Present were Moderator Harry Sterling; Board Members Bill Silvia, Jan Northby, Philip Brooks. A quorum was present. Also present, Office Manager Donna Hammann, System Manager Will Capron, and several customers.

7/13/13 Minutes approved. No changes. Moved, seconded. Passed unanimously.

Appreciation of Dave Buffum's service to the WD: Deferred in his absence.

Financial report: Deferred. Frank Jurnak has resigned, new treasurer not yet in office.

Review of Conflict of interest rules: discussion of Silvia Construction getting jobs, since Bill Silvia is a Board member. Phil Brooks asked if WD can look into getting exception due to availability of island services. Harry Sterling to look into it.

Customer addressed Office Manager regarding late fees. Office Manager advised the customer of the procedures of invoicing and late payments. Late fee to be waived owing to misunderstanding. System Manager informed Office Manager of customer not receiving an invoice. 360 invoices went out and this is the only invoice that was not received. Effort will be made to clarify late payment policy.

Waiting list: Board approved five new customers. Customers who decline to be connected will remain on list. Jan Northby moved, Philip Brooks seconded. Passed unanimously.

AutoCAD and system diagram: Board approved George DeChambeau as outside contractor at a rate of \$25/hour to complete mapping. Bill Silvia moved, Jan Northby seconded, passed unanimously.

Web page: Web page not necessary, should be dropped. Phil Brooks moved, Jan Northby seconded. Passed unanimously.

Narragansett Avenue line and Army Camp well house: Tom Simbro of Wright Pierce will request proposals for both jobs. He would like one contractor for both. Moderator Sterling will look further into specifics.

Attorney to represent WD on USDA issues: Philip Brooks moved, Jan Northby seconded, to approve Ralph Kinder at \$300/hr. Passed unanimously.

Clarification of charter: eligibility of elector, notice required before meeting: Definition of inhabitant is vague. If someone raises the issue regarding who is eligible to serve on the board, it will be addressed at that time. District meetings require ten-day notice; otherwise, Board meetings require 48 hours.

Appoint clerk for this meeting: Donna Hammann to serve as clerk pro tem. Phil moved, Bill seconded. Approved unanimously.

Accept resignation of Frank Jurnak: Bill Silvia moved, Phil Brooks seconded, to appoint Robin Weber as treasurer. Approved unanimously.

Office Manager's report: \$145,678.72 in bank. Informed board of upcoming payroll audit.

System Manager's report:

Installed curb stops at 038 Fairview and 048 Third Street. Landscaped. Much more mowing and maintenance this season because of rainfall.

Turned on curb stop at 032 Broadway after receiving funds due.

Monthly water samples for July and August absent of bacteria. Ten water samples for lead and copper taken and tested. All were under the maximum contaminant level. Third quarter water sample from the Army Camp well taken for SOCs, all under the reporting level.

Did stream flow and well monitoring for July and August.

Repaired leak on Beach Road and on Second Street, caused by a tree root.

Topped off Greer Tank for PIVFD. Neighbor is concerned about enclosure around Goulet well. Fire Chief Marshall has been informed this well is not on private property.

Customer at 0948 Narragansett Avenue had an old gate valve for a shutoff valve. Installed curb stop and a valve with a drain.

Installed corporate stop and curb stop to 019 Sophie Manor Lane.

Installed curb stops at 01082 and 01092 Narragansett Avenue. Informed customers at 01092 and 01110 Narragansett Avenue that they have leaks on their service lines that must be repaired. Suggested to both customers they replace service lines. Line at 01092 has been repaired.

Met with Tom Simbro and Andrew from Wright Pierce engineering with regard to the water line extension on Narragansett ave and the new pump house for the Army Camp well.

Met with Sergeants Shawn Morrison and Daniel Hemphill of the Army Corps of Engineers to do a power assessment for FEMA in case of disaster/loss of electricity.

Met with George DeChambeau with regard to upgrading system map. Made corrections and explanations to the Warnerville section of system map that he had given me.

Oldest push mower no longer serviceable.

Contracted Lyme disease for the second time in three years. This was work related. Was on medication for three weeks. The Indian Springs pump house area is infested with ticks. Board advised System Manager to spray area where he is working and to protect himself with insect repellent spray.

Philip Brooks moved, Jan Northby seconded, to go into executive session. Passed unanimously.

EXECUTIVE SESSION

RIGL 42-46-5(a)(5) Discussion related to acquisition or lease of real property for public purposes: land for new water source.

RETURN TO OPEN SESSION

Philip Brooks moved to seal Executive Session minutes, Bill Silvia seconded. Passed unanimously.

OPEN SESSION

Adjourn