

**KENNEBEC WATER DISTRICT
REGULAR BOARD OF TRUSTEES MEETING
THURSDAY – FEBRUARY 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; Frank Richards, Vice-President; J. Michael Talbot, Treasurer (Remote Access); Jeff Earickson, Assistant Treasurer; Sarah Whateley, Clerk (Remote Access); Karl Dornish, Trustee; Allan Fuller, Trustee (Remote Access); Bruce Williams, Trustee; Denise Bruesewitz, Trustee (Remote Access)

Trustees absent: Al Hodsdon, Trustee

Karl Dornish, Trustee, left the meeting at 9:05 a.m.

Also present: Roger Crouse, KWD General Manager; Amy Dyer, KWD Finance Manager; Jeff Longfellow, KWD Engineering Manager (Remote Access); Benny LaPlante, KWD Service Manager (Remote Access); Sue Markatine, KWD Recording Secretary

ITEM 1: INTRODUCTION OF GUESTS

Members of the public introduced were Erik Hatch, KWD Customer (Remote Access), and Evan Houk, Morning Sentinel Reporter (Remote Access).

At this time, Erik Hatch explained, and the Trustees discussed, an incident which occurred at his home in Fairfield when KWD had to shut off the water main to his and several other properties due to an emergency repair for a water main break. Mr. Hatch has contacted the Consumer Assistance and Safety Division (CASD) of the Maine Public Utilities Commission regarding this matter. KWD will be responding to the CASD regarding Mr. Hatch's concern. This incident will also be referred to KWD's insurance provider, the Maine Municipal Association.

ITEM 2: REVIEW AND APPROVE THE MINUTES OF THE REGULAR BOARD OF TRUSTEES' MEETING OF JANUARY 20, 2022.

Motion by Trustee Richards, "to accept the minutes of the Regular Board of Trustees' meeting of January 20, 2022," 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 3: REVIEW AND APPROVAL OF ACCOUNT WARRANT

Motion by Trustee Talbot, "to ratify the February 3, 2022 total warrant of checks released for \$196,291.07," 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 4: REVIEW OF DECEMBER 2021 FINANCIAL REPORTS

The Trustees were provided with the preliminary December/Year-to-Date 2021 Financial Statements and Accounts Receivable Aging Report, and a brief review was conducted. There will be minor adjustments to these statements as a result of the 2021 audit which will be conducted in early March.

ITEM 5: APPROVALS/MOTIONS NEEDED

A. Water Treatment Plant Flow Transmitters

The Board members were provided with a request for authorization memo which included proposals from three bidders for the replacement of ten transmitters and ten mounting manifolds which measure water flow rates and ensures accurate readings throughout the water treatment process. The Trustees discussed the purchase, and a motion was proposed.

Motion by Trustee Earickson, “to approve the bid from M. A. Selmon Company, Inc. for \$19,697.07 for the purchase of ten transmitters and ten mounting manifolds,” seconded by Trustee Williams.

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. License to Cut Timber Agreement

The Board members were provided with a request for authorization memo which requested the approval of the License to Cut Timber in the China Lake South Narrows Peninsula with Comprehensive Land Technologies. The Trustees discussed the agreement, and a motion was proposed.

Motion by Trustee Talbot, “with the additional language regarding the purpose of the harvest incorporated, to approve the License to Cut Timber agreement with Comprehensive Land Technologies for the provided rates and payments outlined,” seconded by Trustee Williams.

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. Insertion Valve Projects

The Board members were provided with a request for authorization memo which included proposals from two bidders for the installation of two insertion valves which will increase the reliability of water and minimize the impact of a shutdown in two major areas, Maine General – Thayer Campus and densely populated College Avenue, Waterville.

Motion by Trustee Earickson, “to approve the low bid from Ranger Construction Corporation for \$48,982.00 for the Waterville Insertion Valves Project,” seconded by Trustee Dornish.

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.

To avoid a conflict with the Waterville City Council meeting, the Trustees agreed to change the date for the public hearing for the upcoming rate case from May 17, 2022 to May 18, 2022.

The bids for the High Street and Eustis Parkway, Waterville, water main replacements have been received and are below the budgeted projection. The bids will be presented to the Board for review and approval at the February 17, 2022 meeting. Mr. Crouse presented and reviewed a draft of three funding options for these projects. After discussion, the consensus of the Board was to proceed with the twenty-year term borrowing choice which will aid in moderating the anticipated rate increase.

The Board briefly discussed the ongoing news of PFAS contamination in some private wells in Fairfield and the recently discovered PFAS in other towns. Mr. Crouse had a brief segment on the local news regarding the Town of Fairfield’s interest in extending the KWD water main to the affected Fairfield area.

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

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.

Motion by Trustee Richards, “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

The Board members commended Mr. LaPlante for being awarded the Sid Anthony Award of Merit at the recent Maine Water Utilities Association conference.

ITEM 9: PUBLIC PARTICIPATION

This agenda item was addressed earlier in the meeting.

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

A. MRSA Title 1

At 8:50 a.m., motion by Talbot, “to enter Executive Session under MRSA Title 1, Section 405-6C, Real Estate Transactions,” 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.

At 9:07 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 Fuller – Yea, Trustee Whateley – Yea, Trustee Williams – Yea. Motion carried unanimously.

Meeting adjourned at 9:08 a.m.

Sue Markatine, Recording Secretary