

WRWSD Board of Trustees Monday Meeting – 11/24/25

President Levermore called the meeting to order at 6:00pm.

Roll Call: Present: Armstrong, Dombroskie, Engle, Gruber, Harper, Levermore, Mgr. Wilkin

Absent: Feil and Supt. Wilson were excused.

Minutes: A motion was made by Harper and seconded by Armstrong to approve the 11/8/25 minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

President's Report (Levermore):

- We received the 2023 Auditor of State award for WRWSD excellence in financial reporting. This is an honor. Thank you to the WRWSD office staff, General Manager and Treasurer.
- We elected Officers for the vacant positions. Jim Engle was appointed Vice President and Gary Dombroskie was elected Secretary. Connie Armstrong was filling in as interim Vice President and will now resume her position as Member at Large.

Treasurer's Report (Feil):

- A motion was made to amend the 2025 budget in expense appropriations. *Please see Motion #2025-32 below.* BCRW was more than expected so the appropriations were needed to cover employee salaries.
- Mgr. Wilkin passed out the 2026 WRWSD budget draft for review. He included side-by-side comparisons for 2025 which includes projected numbers through the end of the year. Unlike the WPOA budget, this budget covers operation and capital expenses. Some highlights include capital items for Supt. Wilson's 12-year capital plan and more funds for engineering services. President Levermore stated that he will email Supt. Wilson's 12-year capital plan to the new Trustees. Trustee Dombroskie asked if a budget draft copy was given to the WPOA. No. Mgr. Wilkin explained that all staff are WPOA employees. The WRWSD contracts employees through the WPOA and pays a monthly contracted amount for their services. This is why we have to wait until the WPOA passes their 2026 budget so we can appropriately have the correct numbers for the WRWSD budget. President Levermore asked Trustees to review the budget and send any comments or suggestions to him and Mgr. Wilkin by December 10th. We can answer and discuss those questions at the December 13th meeting. Due to the holidays, we will hold our monthly meeting on December 15th to pass the budget and tie up any loose ends for the year. This is a public meeting and fulfills our bylaws for having two meetings per month. President Levermore will create a calendar for 2026 meetings and distribute sometime in January.

Manager and Plant Superintendent Report (Mgr. Wilkin/Supt. Wilson):

- Mgr. Wilkin will email the updated metered and total water usage report to Trustees this week.
- Mgr. Wilkin suggested that we have DLZ focus on the water side of the expansion first. We need a water tower to store more water and hope to acquire loans for creating the design of the plant.
- DAF Tank Update – It is taking longer than expected to get the rental DAF tank. We are exploring if it will hurt the pilot program if we just wait for the permanent structure. DLZ is designing the enclosure for the DAF Tank. It has to be in a heated building, a certain thickness for the concrete pad and weep holes to the dumpster. We hope to get this project started in January. We have begun producing and treating our own water again. We have not sent to residents yet and are performing testing. Our goal is to switch back to WRWSD water sometime in December.
- The lagoon drawdown is nearing completion. Once it has been drained, the control of the lake valve will be given to the WPOA. The WPOA will decide how much to drop the lake this year for dock repairs, dock installations and dry dredging.
- As reported last month, Mgr. Wilkin is obtaining logging quotes for the wooded area near the reservoir. The revenue received would be put towards dredging the reservoir and help clear the area from debris (leaves) to decrease manganese totals.

Old Business: The majority of the meeting was spent discussing how to issue the 10 WRWSD water/sewer tap and grinder pump permits in a fair and responsible manner.

New Business: Mgr. Wilkin noted that he was asked in the General Manager meeting if BCRW is considering taking over our water and sewer. BCRW has made it clear that they cannot take us on at this time and cannot guarantee that this will be an option within the next 10 years. BCRW would not be able to take over the sewer plant because we have a closed system. Furthermore, we are a surface water plant and BCRW is an aquifer plant that uses underground water as its source. You cannot mix the two systems.

Motions and Resolutions:

- A motion was made by Armstrong and seconded by Harper to appoint Jim Engle as WRWSD Vice President. A yea/nay vote was taken and the motion passed unanimously.
- A motion was made by Armstrong and seconded by Harper to appoint Gary Dombroskie as WRWSD Secretary. A yea/nay vote was taken and the motion passed unanimously.
- A motion was made by Armstrong and seconded by Harper to approve the October 31st financial statement as distributed. A yea/nay vote was taken and the motion passed unanimously.
- Motion #2025-32 was made by Armstrong and seconded by Engle to amend 2025 budget expenses as follows: increase #874-01 monthly service contract by \$11,613.74; increase #2874-01 monthly service contract by \$1,938.90; Total expenses were increased by \$13,552.64. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns: Trustee Gruber asked if the WPOA has decided on the maximum capacity of homes in our community so we can better plan on the water and sewer expansion. He does not want the community to go through this again in several years and this can help keep costs down if we have a number in mind. Mgr. Wilkin suggested that we hire a consultant to help determine what our community should look like down the road.

Adjournment: The motion to adjourn was made by Armstrong and seconded by Harper. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 8:09pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary