

WRWSD Board of Trustees Monday Meeting – 5/26/26

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

Roll Call: Present: Dombroskie, Engle, Feil, Gruber, Harper, Levermore, Mgr. Wilkin, Supt. Wilson

Absent: Brumley was excused.

Minutes: A motion was made by Harper and seconded by Feil to approve the 5/9/26 minutes as distributed. A yea/nay vote was taken and the motion passed unanimously.

President Comments:

- The Ohio State Auditor provided a draft of the 2024 audit. In the past, we have waived an exit conference and signed off on the report. We did the same this year. President Levermore asked Trustees to consider if this is something they would like to change in the future. No change in procedure was decided.
- The WRWSD and Russellville regionalization FAQs have not been posted online. Look for them soon on the Lake Waynoka website under Documents and Message Center once you log into your account.
- Vice President Engle has been reviewing the WRWSD Bylaws and Rules & Regulations. He would like to combine these into one document. Treasurer Feil will help him. The final document will be presented to members for approval.

Treasurer's Report (Feil): None

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

- We were issued three notices of violations for the water plant. One concerned the campground backflow valves. Supt. Wilson let the EPA know that this issue was completed. Number two was that four routine samples were not taken. Supt. Wilson acknowledged responsibility for this mistake. The third was a water contact time violation. Our SCADA system records information every 15 minutes. In addition, we manually record readings each day. Supt. Wilson creates daily and weekly reports that are sent to the EPA. The violation pertained to a couple of the multiple daily samples being out of spec. There are no issues with the quality of our water. We will be sending a notice to owners with their water bill noting where they can view the report. We will also mention the web address at the monthly meeting for anyone wanting to view the report.
- We were issued one notice of violation on the sewer side. The ammonia has been above normal totals in the lagoon due to a backlog in the amount of sludge removal. The Board, Supt. Wilson and Mgr. Wilkin have been exploring options to address this issue. It presents no harm to the community.
- The EPA has asked Supt. Wilson to do corrosion control study for PH levels and a water comparison between WRWSD and BCRW. A line addition for PH is in the design for the plant expansion upgrades. Supt. Wilson is looking into other options.
- Supt. Wilson explained that the EPA is very excited about the possibility of regionalization between the WRWSD and Russellville. Trustee Gruber asked several infrastructure questions. It was explained that the WRWSD will not install or be responsible for any equipment outside our community for the regionalization to bring Russellville wastewater to the WRWSD plant.
- The Board agreed approved Mgr. Wilkin to enter into an agreement with DLZ to begin Phase 1 designs of the WRWSD plant expansion. The cost is approximately \$75,000 and is billed hourly instead of a lump sum. See *Motion #2026-13 below*.
- We are producing our own water. We have split the shifts to be able to produce more water. We are pleased that we have had no calls about brown water recently.
- Thank you to Hillsboro for allowing us to borrow a jar tester. We bought our own and will use it when the algae blooms begin to find a different treatment.
- AJ is finishing work on electronic billing and ACH payments. We will provide more information to homeowners when we get closer to rolling out this option.
- Mgr. Wilkin met with a corporate compliance individual. We will be adding equal opportunity employer to emails, letterheads and on the Lake Waynoka website. We will have posters in the office so individuals that cannot speak English can point to which language they speak and we can use Google translate. We are exploring handicap access to the office. Currently, we have a drive-thru or can come out to your car if you are disabled.

Old Business:

- A reminder that Ohio Sunshine Law training will be June 30, 2026. Vice President Engle completed the training online and stated it was very informative.
- Mgr. Wilkin will be sending a link to Trustees so they can complete a mandatory Fraud Training course.

New Business:

- Vice President Engle created a Google Drive account for WRWSD Trustees. This will ensure that each Trustee has the most current information. AJ has created new email addresses for WRWSD Trustees. You will need this to access the Google Drive link that will be sent out. VP Engle asked that Trustees complete this by Saturday's meeting so we can begin storing and sharing information.
- The Board discussed WRWSD employee retention. It has been challenging to find and retain employees. The Board authorized Mgr. Wilkin to formally review OPERS with Attorney Tom Mayes. We will discuss our options when we receive more information.
- The Board discussed a building permit issue.

Motions and Resolutions: Motion #2026-13 was made by Feil and seconded by Harper to allow Mgr. Wilkin to execute agreement with DLZ for engineering of plant expansion/Russellville work. A roll call vote was taken and the motion passed unanimously.

Board Member Concerns: None

Adjournment: The motion to adjourn was made by Engle and seconded by Harper. A yea/nay vote was taken. All were in favor and the meeting was adjourned at 7:43pm.

Rhonda J. Maybriar, WRWSD Assistant Recording Secretary