

SEWER BOARD MEETING
November 9, 2017
Conference Room at Town Hall

Board members present

Mayor Walter F. Halstead
Clerk Carol McCauley
Jack McLane
Steve McLane
Robert Harper

Meeting called to order at 7:10

Approval of Minutes

Approve minutes from previous meeting.

Motion was made by Jack McLane to approve the minutes from the previous meeting; it was seconded by Robert Harper. Carried 3-0

Payment of Accounts

Motion was made by Steve McLane to pay all accounts listed on the Liability Forecast; it was seconded by Jack McLane. Carried 3-0

Also for consideration:

Postmaster, postage for the mailing of the sewer bills in December

Brickstreet, monthly premium for December

Frontier phone bill for the month of December

AEP bill for the month of December

WVAW (usage data & service to 1315 Roosevelt Blvd) for the month of December

Putnam PSD Operations & Maintenance of Sewer Plant December/January

Motion was made by Jack McLane to pay all considerations; it was seconded by Steve McLane. Carried 3-0

Report from Members of the Board

N/A

Reimbursement Of Overpayment On Closed Account Or Overcharged On Active Account

Max Topeka of 204 Marble Dr. \$56.07

Action Upon Adjustment Request

N/A

Adjustments Made Due To Misreads by WVAW

Rev. David L. Panaro of 926 Roosevelt Blvd. account adjusted \$10.15 due to a meter change.

Action Upon Security Deposit Refunds Security deposit refunds due on closed accounts and or accounts that has been open for at least 1yr and had 12 consecutive on-time payments.

Motion to give the security deposit refunds was made by Robert Harper; it was seconded by Jack McLane. Carried 3-0

Enactment of Ordinances

N/A

Miscellaneous and Unfinished Business

Discussion was made on contacting Kauffelt & Kauffelt to look into the agreement between Putnam PSD and the Town of Eleanor Sanitation Department, on how many customers can be connected to the sewer main. This would be looked into further after the first of the year.

Meeting adjourned at 7:48

Meeting Reconvened at 8:40

Discussion was made on hiring a full time employee for the sewer department, right now Carl Neal who works for the town, checks all man holes and goes on sewer plug ups when needed. All board members present know or have seen the towns part-time employee John Watson working on jobs around town and are very impressed with his hard working attitude and thought it would be a good idea to hire him full time to check man holes, mow at sewer plant and take care of sewer plug ups when needed. Motion was made by Robert Harper to hire John Watson as a full time for the Eleanor Sanitary Board beginning Friday November 10, 2017; it was seconded by Jack McLane. Carried 3-0

Meeting adjourned at 8:56

Minutes accepted as read by:

Minutes submitted by:

Walter F. Halstead
Mayor

Carol N. McCauley
Utility Clerk

Eleanor Storm Water Board
November 9, 2017
Conference Room at Town Hall

Board members present

Mayor Walter F. Halstead
Clerk Carol McCauley
Jack McLane
Steve McLane
Robert Harper

Meeting called to order at 7:49

Approval of Minutes

Approve minutes from previous meeting.

Motion was made by Robert Harper to approve the minutes from the previous meeting; it was seconded by Steve McLane. Carried 3-0

Payment of Accounts

Motion was made by Jack McLane to pay all bills on liability forecast; it was seconded by Steve McLane. Carried 3-0

Also for consideration:

City National Bank, \$2727.45 December loan payment, storm water projects

Motion was made by Robert Harper to make the December loan payment; it was seconded by Steve McLane. Carried 3-0

Report from Members of the Board

N/A

Miscellaneous and Unfinished Business

It was discussed that since the Bank Loan for storm water projects will be due to be paid in full in September 2018 that it would be a good idea to go ahead and be paying more toward the loan in order to have it paid in full by September 2018. Motion was made by Robert Harper to begin paying \$7,000 more toward the loan beginning with the December 2017 payment and every 3 months thereafter; it was seconded by Steve McLane. Carried 3-0

Discussion was made on changing the amount that the sewer board and storm water board pays the Town for rent of having an office in the town hall. The current amount paid is \$952.80 from each board. All board member were in agreement that this is way too high and needed to be changed to \$476.40 from each board. This would be presented to the Council at their next council meeting.

Meeting adjourned at 8:40

Minutes accepted as read by:

Minutes submitted by:

Walter F. Halstead
Mayor

Carol N. McCauley
Utility Clerk