

LBWID Planning Meeting FY-24-01
(July 24, 2023)
Approved

Attendees: Alan Pisarski, Brenda Pierce, George McLennan, Davis Grant, Tim Cogswell

LBWID Financial Update

July-June income/expense report – no unplanned expenditures

Update on transition from Charles Schwab to Truist – approximately 25 percent of Schwab holdings have been transferred to date. As existing bonds mature cash balances will be moved into Truist. The transfers should be completed by the fall.

Operations Director

Tim Cogswell is being considered for promotion to Operations Director. The trustees reviewed the rationale and approved the measure, which will be effective on September 1, 2023.

Davis will prepare an official position description.

In conjunction with this, Davis will also update the position description for General Manager to better define his role and responsibilities going forward.

Worker's Compensation Audit

VRSA has contracted with Wilkerson Insurance Services to conduct a worker's compensation, policy and payroll audit on the LBWID.

Davis will submit the following information for the period 7/1/2022 - 7/1/2023 by August 7, 2023 – (1) employee payroll records and Federal and State tax reports; (2) subcontractor payment records and certificates of insurance; (3) profit and loss statement and/or general ledger; (4) overtime paid per employee.

Biennial Inspection of the Dam

Inspection report and documents were submitted to DCR Dam Safety on April 30th.

DCR Dam Safety is requesting that we revise the online DCR inspection form that was submitted to include more information from the WR&A inspection report.

2-Year Conditional O&M Application – Submission date will be August 31, 2023. Current 2-Year Conditional O&M Certificate expires November 30th, 2023.

East and West Dam Embankments

We will brief the LBA Board on upcoming LB Newsletter article covering where we now stand with the Dam upgrades required by Dam Safety. This will be done in a Zoom meeting.

LBWID IT Network System Security Audit

Reviewed the recommendations from Symposit's draft audit report

Davis has requested proposal from Applied Controls Engineering for addressing the security weaknesses that Symposit identified.

Lake Accotink Task Force

Sharron Bulova (Task Force Chairperson) has asked Davis to attend their July 24th meeting.

Davis was also asked to address the Task Force at their upcoming August 7th meeting to share our process for dredging and preserving water depths in Lake Barcroft.

Upcoming LBWID Trustee Vacancy - Discussed timing of George's upcoming vacancy and search for new trustee.

Failing Section of Seawall at 6362 Lakeview Drive

A resident is claiming that LBWID damaged or undermined their seawall while dredging approximately 18 years ago and is asking for LBWID to cover cost of repair for the section of seawall that is failing.

The Trustees agreed that the intervening time since the alleged damage exceeds the life of a seawall and will not cover the cost.

General Operations Update

Cathodic Protection System anode replacement – work to be completed in September.

Software issues with Dam House HMI – systems are repaired; HMI is back in service.

Storm debris removal – the staff is keeping up with the above average inflow of debris.