

**BOARD OF COMMISSIONERS**  

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**WASHINGTON COUNTY SEWER DISTRICT MEETING**  
**ROGERS ISLAND VISITOR'S CENTER**  
**MARCH 28, 2023**

**MEMBERS PRESENT:** Ed Carpenter, Matthew Traver, Dan Washburn, James Maskell, Tim Fisher, Mike Horrigan.

**MEMBERS ABSENT:** Mike Fiorillo Sr.

**OTHERS PRESENT:** Joseph Brilling; Executive Director, Acting  
Matthew Fuller; Meyer, Fuller & Stockwell  
Leah Whaley; Administrative Assistant

Mr. Washburn called the meeting to order at 4:07pm. Roll call was taken.

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Mr. Brilling provided the commissioners with copies of drafts for the job description for the Executive Director position. There was discussion regarding the minimum qualifications for the position, and some changes were suggested regarding the number of years of experience required in order to open up the pool of applicants. The description of the job functions, performance knowledge, skills, and abilities, all looked good with some minor tweaking. Motion to approve the job description for Executive Director made by Mr. Fisher, seconded by Mr. Horrigan, all in favor and the motion was carried.

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Mr. Brilling next provided an update regarding Irving Tissue. Irving Tissue is seeking approval of a new building over the location of existing sewer infrastructure, proposing a sewer relocation. Mr. Brilling has drafted a memo to County Planning Board and the Village Planning board stating the concerns from WCSD, and the need for approval from the WCSD, and permit requirements of relocation of the sanitary sewer that runs through the Irving project site. In the memo, Mr. Brilling suggests a meeting with personnel from Irving and WCSD to discuss the project. Mr. Brilling attended the County Planning Meeting as well and has expressed the same concerns to them, as well as the concern of the impact on grant funding this project could create. There was discussion between the commissioners regarding the current sanitary sewer infrastructure and what would need to happen for the relocation.

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Motion to adjourn the meeting, made by Mr. Carpenter, second by Mr. Fisher, all in favor and meeting was adjourned at 4:52pm

Respectfully Submitted,  
Leah Whaley