

**WATER DISTRICT NO. 1 OF MIDLAND COUNTY**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**DATE: 4/21/2021**

**Board Members Present:**

Roger Crockett, Lincoln  
Craig Gosen, Edenville  
Rita Goul, Hope  
Laura Grubaugh, Jerome  
Terry Hall, Edenville  
Carl Hamann, Sanford  
Dave Rothman, Hope  
William Stewart, Lee  
Bonnie Whaley, Sanford  
Mike Wood, Jerome  
Kevin Wray, Lincoln

**Staff Present:**

Rowan Everleigh  
Ron Rose

**Drafted:** 4/21/2021

**Approved:** *STW 2021*  
*LOR*

**Board Members Absent:**

Kristy Gustafson, Lee

**MEETING LOCATION:** ZOOM meeting

**CALL TO ORDER:** Wray called the meeting to order at 7:00 PM

**PLEDGE TO THE FLAG AND ROLL CALL:** Pledge performed. All Board members were present with the exception of Kristie Gustafson, 11 members, a quorum.

**MINUTES:** It was moved by Gosen, seconded by Stewart, to approve the minutes of the Mar. 17, 2021 meeting. Motion approved by voice vote.

**OPERATIONAL BILLS:** It was moved by Grubaugh, seconded by Stewart, to approve WD#1 bills totaling \$31,814.93, checks 12127-12132, 12150, 12158, 12161, 12163-12170, 12172-12175. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payment of Local Unit Fees totaling \$59,500, checks 1403-1406. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, seconded by Stewart, to approve payroll totaling \$48,368.37, checks 12133-12149, 12151-12157, 12159-12160, 12162, 12171. Motion approved by roll call vote, 11/0.

**CORRESPONDENCE:** Wray reported that the property owner south of the Price Road office inquired about buying the WD#1 property south of our existing fence. This area is ~150 feet deep. It was moved by Hamann, seconded by Gosen, to express no interest in selling. Motion approved 11/0.

STAFF REPORTS: Everleigh reported 415 shutoff notices to customers who owe \$200+. As of shutoff day, 64 accounts remained on the list. 14 accounts since then are still shut off. Everleigh is building an Excel spreadsheet to replace the aging permitting software. The District issued permit #5,000 today. Rose reported one customer who was shut off dug up the valve and jammed a pipe on the valve key. Customer was unable to remove the pipe. Under WD#1 supervision, the pipe was removed and valve found to still work properly. Operators had to repair a 10" valve leak caused by corrosive soils eating up valve's bolts.

COMMITTEE REPORTS:

**Executive Committee:** Wray- no report

**Operations and maintenance:** Wood- Received 3 bids for a new VFD, Valley Electrical was low bidder. Will put second VFD out for bids after first one is installed. Returned the GPS locator hat was being rented at \$2,500/month. It was moved by Wood, seconded by Gosen, to buy a GPS locator of the District, price \$12,884 for use in locating WD#1 buried units in the future. Unit is a Trimble R2 Receiver. Motion approved by roll call vote, 11/0. It was moved by Wood, seconded by Crockett, to buy a cashier's window that staff will install in the building. Purpose is to create more separation of staff from customers. Cost of unit is \$5,000. Discussion led to recommendation to add wind breaks around the window if needed for benefit of customers standing outside to use it. Motion approved by roll call vote, 10/1.

**Business and Finance:** Grubaugh reported the Committee met 4/20/2021. See minutes. The IT closet work is complete. Stewart and Rothman to investigate amount of money being set aside for tank maintenance vs. future needs.

**Policy:** . Whaley- no report.

**Human Resources:** Rose reported that Leif Carlson is resigning to take a job out of state. French found a replacement, Andrew Manchester. Manchester was offered the job and has accepted with a start date of May 10. Salary and vacation allowance were discussed. Manchester has an S3 license.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

OTHER ITEMS: It appears the Board will be able to meet face-to-face after May 4. Wood reported a surveyor is coming to perform an easement survey at the fire station.

PUBLIC COMMENT: Grubaugh reported that she was advised at the MTA meeting that WD#1 should review its Policy documents for compliance with current state laws regarding marijuana use by employees. Wray offered to look into this matter and report back.

ADJOURN: It was moved by Whaley, seconded by Crockett, to adjourn. Motion approved. Meeting adjourned at 7:59 PM.

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*Richard Crockett* *Whaley*