

WATER DISTRICT NO. 1 OF MIDLAND COUNTY
BOARD OF TRUSTEES MEETING MINUTES
DATE: JAN. 20, 2021


Board Members Present:

Roger Crockett, Lincoln
Rita Goul, Hope
Laura Grubaugh, Jerome
Terry Hall, Edenville
Carl Hamann, Sanford
Bill Page, Edenville
Dave Rothman, Hope
Bonnie Whaley, Sanford
Mike Wood, Jerome
Kevin Wray, Lincoln

Staff Present:

Rowan Everleigh
Ron Rose

Drafted: Jan. 21, 2021

Approved:  2/11/21

Board Members Absent:

Jessica Barber, Lee
Kristie Gustafson, Lee

MEETING LOCATION: On-line virtual meeting

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

PLEDGE TO THE FLAG AND ROLL CALL: Performed. Ten members were in attendance, a quorum.

ELECTION OF OFFICERS: Secretary Rothman called for nominations for the office of Chair. It was moved Gosen, seconded by Wood to nominate Kevin Wray for Chair. There were no other nominations. Rothman called for a vote, which was unanimous for Wray.

Chair Wray called for nominations for the office of Treasurer. It Was moved by Wray, seconded by Goul, to nominate Laura Grubaugh as Treasurer. There were no other nominations. Wray called for a vote, which was unanimous for Grubaugh. Wray called for nominations for Secretary. It was moved by Wray, seconded by Crockett, to nominate Dave Rothman as Secretary. There were no other nominations. Wray called for a vote, which unanimous for Rothman.

Wray called for nominations for Vice-Chair. It was moved by Crockett, seconded by Wray, to nominate Mike Wood for Vice-Chair. There were no other nominations. Wray called for a vote, which was unanimous for Wood. This completed 2021 election of officers.

MINUTES: It was moved by Gosen, seconded by Hamann, to approve the minutes for the Dec. 16, 2020 meeting. The motion was approved by roll call vote, 10/0.

OPERATIONAL BILLS: It was moved by Grubaugh, seconded by Goul, to approve WD#1 bills totaling \$98,952.27, checks 11992,11995-12004,12010,12012-12025,12029,12031-12033,12035-12036,12042 plus 1 EFT numbered as "-1(E)". Motion approved by roll call vote, 10/0. It was moved by Grubaugh, seconded by Gosen, to approve WD#2 bills totaling \$51,200, checks 1394-1397. Motion approved by roll call vote, 10/0. It was moved by Grubaugh, seconded by Hall, to approve payroll totaling \$77,530.44, checks 11979-11991,11993-11994,12005-12009,12011,12026-12028,12030,12034,12037-12041,12043, plus 2 EFTs. Motion approved by roll call vote, 10/0.

CORRESPONDENCE: Staff will evaluate 3 letters from customers asking forgiveness of late fees. It was moved by Gosen seconded by Crockett, to abandon the water lines serving the flood-destroyed part of Sanford Village south of Saginaw Road, but allowing the village to request a single water service line or no more than 1.5 inches and cover the service line fee. No new main will be installed. Motion approved by roll call vote, 10/0.

STAFF REPORTS: Everleigh 879 past due notices have been issued, 434 shut off notices and 181 accounts remain in shutoff status. The Workman's Comp audit has been completed. The state-mandated change of account numbers has not yet been accomplished due to temporary lack of staff due to COVID-19. The annual audit will be conducted March 4. Employee Carlson passed his S-3 exam with a score of 86%. The letters from customers led to a discussion of late fee policy, without any changes being recommended by motions.

Rose reported that work on the GIS system with Wade Trim continues. It was moved by Gosen, seconded by Wood, to approve renting a precision GPS locator for \$1800/month for one month plus \$900 in training fees, to begin entering GOS data into the GIS system. It was noted the WD#1 will own the GIS data created by WD#1 personnel. Motion approved by roll call vote, 10/0. Rose noted that work on the approved new kitchen area was underway. The District should consider installing new floor tile in the outer office to replace the worn-out flooring installed in 1998.

MITTEE REPORTS:

Executive Committee: Wray- Committee assignments need to be updated. Wray called for volunteers. Hall volunteered for the Policy Committee.

Operations and maintenance: Wood- no meeting this month.

Business and Finance: Grubaugh- committee met 1/20/2021. Employee French will attend a class at a cost of \$130. The Funded Accounts will be funded as planned. Permitting software was discussed to replace the custom-built software currently in use, due to difficulties in maintaining the code- no resolution. Quotes have been received for a new office printer, Everleigh has more research to do before choosing a printer vendor and product.

Policy: Hamann reported no committee meeting held, no report.

Human Resources: Wray- no report.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

OTHER ITEMS: None

PUBLIC COMMENT:

No public present

ADJOURN It was moved by Whaley to adjourn. Meeting adjourned at 8:20 PM.

L. David Rothman
Whaley