

**WATER DISTRICT NO. 1 OF MIDLAND COUNTY
BOARD OF TRUSTEES MEETING MINUTES
DATE: MARCH 17, 2021**

Board Members Present:

Roger Crockett, Lincoln
Craig Gosen, Edenville
Laura Grubaugh, Jerome
Kristy Gustafson, Lee
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
Nathan French

Drafted: 3/17/2021

Approved: 4/21/2021
LDR

Board Members Absent:

Rita Goul, Hope

MEETING LOCATION: Zoom meeting

CALL TO ORDER: Meeting called to order by Wray at 7:00 PM

PLEDGE TO THE FLAG AND ROLL CALL: Pledge performed. 11 members were present, a quorum.

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

OPERATIONAL BILLS: It was moved by Grubaugh, second by Stewart, to approve payment of bills totaling \$99,658.49, CHECKS 12084-12092, 12102,12104-12115, 12123, 12126. Motion approved by roll call vote, 11/0. It was moved by Grubaugh, second by Stewart, to approve payroll totaling \$36,022.60, checks 12083, 12096-12101, 12103, 12116-12122, 12124-12125 and one EFT. Checks 12093-12095 were voided due to a printer error. Motion approved by roll call vote, 11/0.

CORRESPONDENCE: Everleigh reported the USDA confirmed that our balance is correct and that Lee Twp is not required to contribute any more to the RRI fund. Proposal is to no longer make a contribution to the RRI fund for Lee, but to direct the same amount of money (\$10,000) into a funded account, account to be selected at year-end. The remaining \$13,937 will continue to be contributed to the RRI fund. It was moved by Grubaugh, second by Stewart, to make the Lee fund contribution to a funded account at year end and adopt USDA's revised loan amortization table. Motion approved by roll call vote, 11/0.

Rothman reported the District received a letter from Nationwide regarding changes to their 401k retirement plan consistent with the SECURE Act and CARES. Wray asked for copies of the letter to be distributed to the Board. Appears to be an HR matter.

STAFF REPORTS: Everleigh reported 813 past due notices sent for a total of \$5,380.46. The 2021 audit has been completed. Board members were asked to send quarter-end vouchers for meeting pay to Everleigh to include in next payroll. Everleigh was asked how many customers have large balances due to unpaid bills since the state frozen account shutoffs. The number is small- 10-15, with large bills.

French reported that the GIS project is the current area of field staff focus, with rented equipment to get more accurate equipment locations. The water main easement to Sunset Way has been cleared of undergrowth. Four leaks were fixed, all on homeowner side of curb box. 3 taps, 118 stakeouts. Seasonal employees back at work, doing GIS work.

COMMITTEE REPORTS:

Executive Committee: Wray- no report

Operations and maintenance: Wood- Meeting held, minutes sent. OPTO maintenance contract bid received, but rejected as too high. Will continue to maintain OPTO system based on T&M. The VFD controllers on the three large pumps are beyond their service lifetime. O&M proposes to replace 1 now and have Board permission for replacement of a second if the need arises. It was moved by Wood, second by Stewart, to replace the first VFD at a cost up to \$15,141.75 (2 bids received, a third being sought) and authorize the same amount for a second, emergency replacement. Cost to be paid from the RRI fund. Motion approved 11/0 by roll call vote.

The Edenville Tower inspection will cost \$2800. The Lee tower was inspected in 2020 and needs \$3800 flap door for overflow gate and \$400 for a roof gasket. French will plan to install both devices. A future project will involve a new coat of paint on the Lee tower, estimated at \$72,000. The internet switch box in the Price Road IT closet will be replaced by IT Right for \$1,189.85. It was moved by Wood, second by Gosen to replace the internet switch at a price up to \$1,190. Motion approved by roll call vote, 11/0.

Business and Finance: Grubaugh- committee met 3/16/2021, minutes sent. Revised R&E report sent to Board. Permitting software still under investigation, due to maintenance issues with current custom-programmed permitting software.

Policy: Whaley- no report

Human Resources: Gustafson- no report

UNFINISHED BUSINESS: none

NEW BUSINESS: None

OTHER ITEMS: None

PUBLIC COMMENT: No public present

ADJOURN Moved by Whaley, second by Gosen, to adjourn. Meeting adjourned at 8:02 PM

h. David Rotten

Kley