

Regular Meetings Minutes

Date: April 10, 2018
Time: 7 P.M.
Location: AWSD Conference room

Meeting Type	X Regular	Special
Minutes Type	Draft	X Approved

1. Call to Order

The meeting was called to order at 7:00 pm.

2. Roll Call

Board Member Attendance

Mike Reynolds	President	X Present	Absent
Roger Nummerdor	Director	X Present	Absent
Tom Osborne	Director	X Present	Absent
Alan Rohde	Vice President	X Present	Absent
Tom Degele	Director	X Present	Absent

Other Attendees: Bill Dahl, Lori Good

Approval of Agenda

Motion: Tom D. moved, and Roger seconded the agenda be approved.

Ayes: 5 Nays: 0 APPROVED

3. Approval of Minutes – Regular

Tom O. asked if the comment under DSIP project “Things are moving quickly” was a quote or an editorial comment.

Motion: Alan moved, Roger seconded that “things are moving quickly” be removed from the minutes.

Ayes: 5 Nays: 0 APPROVED

Roger wanted to add a comment under Payroll that the board be notified when payroll is ready for review. Mike would like a reference that the Yellowstone Money Market was closed to use the funds to pay for the well pump repair. Lori will make these changes.

Motion: Tom O. moved, and Alan seconded that the minutes be approved.

Ayes: 5 Nays: 0 APPROVED

Financial Report

Lori reviewed the P&L. Payroll appears to be significantly under budget, but it is due to changing pay dates. We were scheduled to have three payrolls in April and only had two. It will balance out next month. She presented the first TSEP draw to be signed. She requested a motion to transfer money from Capital Savings to DSIP banking account to cover invoices from Vincent Law and the service fee from the bank. Tom O. would like future requests to be in writing indicating what the transfer is for.

Motion: Tom O. moved, and Tom D. seconded that a transfer of \$861 from Capital Saving into DSIP checking be made to cover the Vincent Law firm invoices and service charges. A tracking sheet

will be developed to keep track of all transfers in the future.

Ayes: 5

Nays: 0

APPROVED

Motion: Alan moved, and Roger seconded that the financials and payroll be accepted

Ayes: 5

Nays: 0

APPROVED

4. Manager's Report

Bill reviewed the Manager's Report (on file.) Water loss has increased. He measured water depths at the holes around town.

Motion: Tom D. moved, and Roger seconded the Manager's Report be approved.

Ayes: 5

Nays: 0

APPROVED

5. Public Comment

None

6. Old Business

Distribution System Improvements Project:

Easements: Attorney Ann Davies noticed in writing up Site Opinions that the easement near Lohof's also crossed county land. She wrote up an easement for it and it was signed by the County. Bill Milligan wants two things to happen at once – he will grant the easement once the Country abandons the rights to the road where his building is. He understands we have no control over that. He has said he will call the county attorney to get this started. We will have to award schedule A, B, and C and wait on D. There was concern on how the contractor would handle this; would it affect his bid. Lori stated she had asked Collette, with Great West, the same question. Collette stated that each part of the bid was stand alone. Cop is aware that "D" might not go. He might request a change order to cover the cost of additional bond and insurance, however that would be minimal.

Conference Call: The minutes from the March call were reviewed. There were questions on the dates for the Public Hearing. There was confusion as to when we had to implement the new rate and what it would be. All agreed that initially the new payment would not have to go into effect until the "end" of construction. Now it is immediately. Mike called Collette to get clarification. She confirmed that we need to approve the resolution to raise rates and then have a special meeting on April 17 to determine what the rates might be. After a long discussion, it was decided Lori would call Courtney with Dorsey Whitney and set up a conference call on the 17th and notify the Board.

Amendment #4: Mike called Collette to clarify what was being changed in this Amendment. She explained that the original contract was lengthy and that she adds an amendment as each phase is begun. There was the original phase for the PER for \$40,000. Next was the initial design phase. The is for the Construction phase and post construction.

Award of Bid:

Motion: Roger moved, and Tom O. seconded that based on the recommendation of Great West Engineering, Schedules A, B, and C with D contingent on obtaining the last two easements, for \$2,920,850 be awarded to COP Construction,

Ayes: 5

5

Nays: 0

APPROVED

Wage Review

Mike suggested a 2% COL raise for all employees. Current wages were reviewed.

Motion: Tom D. moved, and Tom O. seconded that the wages be increased two percent effective the next payroll – May 2.

Ayes: 5

Nays: 0

APPROVED

8. New Business

Dave Heinle: Alan explained that previously Dave had been granted a variance for one well. He has not drilled a second well. It is supposed to be for livestock. The water department needs to be notified if a well is drilled. Tom D. reminded everyone that per our Ordinances, no well is to be drilled without permission of the Water District. Bill will write a letter to Dave and request his well log and determine what the usage and flow rate is.

9. Board Comments

Adjournment

Motion: Alan moved, and Tom D. seconded that the meeting be adjourned at 8:15 p.m.

Ayes: 5

Nays: 0

Abstained: 0

APPROVED

Minutes Certification:

Proposed minutes respectfully submitted,

Board Secretary/Recording Secretary

Date

Board President
Attachments

Date