

Regular Meetings Minutes

Date: August 8, 2017
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 Nummendor	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: Steve Skuhra, Lori Good, Bill Dahl.

Approval of Agenda

Motion: Roger moved, Tom D. seconded that the Agenda be approved.

Ayes: 5 Nays: 0 APPROVED

3. Approval of Minutes – Regular & Special

Motion: Tom D. moved and Roger seconded that both minutes be approved as corrected.

Ayes: 5 Nays: 0 APPROVED

Discussion: Tom O. questioned whether we set a standard for removing or offsetting water mains. It was agreed that it was discussed – not voted on.

4. Financials

Tom D. and Alan requested that the check register be provided at the Board meetings. Tom D. would also like to be provided with a report indicating how much sick/vacation is owed to each employee.

Motion: Tom D. moved, Alan seconded that the payroll and financials be accepted.

Ayes: 5 Nays: 0 APPROVED

5. Manager's Report

Bill reviewed work completed as shown on the work order log. Tom D. asked if the letter to Mark Schreiner with the Stillwater County Road and Bridge Department had been mailed to him and the County Commissioners. Steve reported it has not. Bill will hand deliver it.

6. Public Comment

None

7. Old Business

Distribution System Improvements Project: The surveying is complete. Water depth was measured by the engineers at all sewer manholes. They are considering drilling holes around town to measure water level by season. Mike wants to be sure we have a public meeting – possibly in November. Roger suggested we check with the Civic Club, Absarokee Area Merchants Association and other to get dates where we need to be sure and have Montana and Davidson open for traffic flow. It was agreed that work should begin with Montana Ave. and Davidson as these are the alternate routes when Woodard is closed for events.

Good vs AWSO Board of Directors

Mike reported there was nothing new.

8. New Business

Approve new Bank Account.

Motion: Tom O. moved, Roger seconded that a new checking account be opened to handle funds and expenses of the project and that all current Board members be authorized to sign on it. Also, that information for the Savings Account be updated with current Board members.

Ayes: 5 Nays: 0 APPROVED

New signature cards were passed around and signed.

Operator/Manager Position

Mike stated that Bill was being promoted to Operator/Manager and that Steve would be retiring.

Motion: Roger moved, Alan second that we accept Steve's resignation, hire Bill to be the Operator/Manager and create a new part time, on call position for Steve.

Ayes: 5 Nays: 0 APPROVED

Mike suggested a salary of \$3,000 per month for Bill. There was discussion on the pros and cons of salary vs hourly. Steve stated that there had always been a 2% cap on increases. Bill stated that he needed about \$2860 per month. Tom O. asked if there were job descriptions and pay scales attached to these positions. Steve, Bill and Mike all agreed there was.

Motion: Tom D. moved that Bill be paid \$20 per hour. There was discussion on how much Bill wants to make and how he arrived at the \$2,860 per month. Motion died due to no second.

Motion: Tom D. moved, Tom O. seconded that Bill be paid \$21.30 per hour.

Ayes: 5 Nays: 0 APPROVED

9. Board Comments

Tom D. asked where the Project Management Plan came from. Mike explained it was part of the information Collette provided. Tom D. questioned if Gordon Williams was still our attorney. Mike said we haven't used him in a few years. Tom D. would like to discuss this at the next meeting. He also is not comfortable with Lori being responsible for the management of, and record keeping for the TSEP and SRF funds. Mike asked that this be put on the agenda for next month's meeting.

Adjournment

Motion: Tom D. moved and Alan seconded that the meeting be adjourned at 8:55 p.m.

Ayes: 5 Nays: 0 Abstained: 0 APPROVED

Minutes Certification:

Proposed minutes respectfully submitted,

Board Secretary/Recording Secretary

Date

Board President

Date

Attachments