

## Regular Meetings Minutes

**Date:** September 11, 2018  
**Time:** 7 P.M.  
**Location:** AWSD Conference room

REVISED  
9/11/18

Meeting Type	X Regular	Special
Minutes Type	X Draft	Approved

### 1. Call to Order

The meeting was called to order at 7:02 pm.

### 2. Roll Call

#### Board Member Attendance

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

Other Attendees: Bill Dahl, Fay Espeland, Jason Wallace, Ray Lien, Carl Braswell, and Joe Esquibel

### Approval of Agenda

*Motion:* Roger moved that the agenda be approved with the stipulation that Item #8 be discussed immediately after Item #3. Mike seconded

Ayes: 3      Nays: 0      Absent: 2 (Tom D. arrived 7:15)      APPROVED

### 3. Approval of Minutes – Regular

*Motion:* Roger moved, and Alan seconded that both sets of minutes be approved.

Ayes: 3      Nays: 0      Absent: 2 (Tom D. arrived 7:15)      APPROVED

### 8. New Business

- The Board brought the public in attendance up to look at drawings and discuss their efforts to minimize the impact during upcoming digging on their specific properties.
- A fencing Contractor will be hired to replace fences that are being damaged / removed that will be independent of COP.
- Ray Lien discussed with the Board about issues with the Circle T subdivision and the current Phase 4 Proposal.
- Circle T Home Owners Association is looking for an easement to install an additional 2" water line.
- Ray Lien provided documentation to the Board of the issues and requests from Circle T HOA and ask that they be delivered to Ann Davies (Board Legal Counsel) for review. The Board stated to Ray that the subdivider must pay for any additions and they must meet state regulations (6" minimum on the line).

## **Financial Report**

- Fay Espeland, CPA, PLLC is now working on the financials and will produce reports for the Board to review. The board discussed exactly which reports they would like to see included in the packets from this meeting forward.
- Monthly bills were discussed and signed by Alan and Mike.
- Fay Espeland brought up re-establishing a separate Amazon Prime Account for the Water Department only.

*Motion: Roger moved to set up the Amazon Prime Account. Alan Seconded.*

*Ayes: 4                      Nays: 0                      Absent: 1                      APPROVED*

*Motion: Tom D. Moves to raise Renter's Security Deposit to \$150 (up from \$100) due the recent increase in basic rates. Roger seconded.*

*Ayes: 4                      Nays: 0                      Absent: 1                      APPROVED*

- The Board discussed final pay of Lori Good and the time schedule in which it was handled.
- Tom D. requests Board packets be emailed to the Board which led to discussions on the format of the financial packet and the Board came to an agreement on the new format.

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

*Ayes: 4                      Nays: 0                      Absent: 1                      APPROVED*

## **4. Manager's Report**

- Bill presented the Manager's Report to The Board (on file.)
- Bill discussed 26 meters changed this month with 100 new meters being received for future changes.
- Will be ready to begin pressure testing service lines during new meter changes soon.
- Lori Good was terminated on August 31<sup>st</sup>, 2018.
- Project is approximately 60% complete at this time.

*Motion: Roger moved to accept the Manager's Report. Alan seconded.*

*Ayes: 4                      Nays: 0                      Absent: 1                      APPROVED*

## **5. Public Comment**

None

## **6. Old Business**

*Motion: Roger moves to cancel Schedule D due to inability to acquire necessary easements to make it happen. Tom D. seconds.*

*Ayes: 4                      Nays: 0                      Absent: 1                      APPROVED*

## **Adjournment**

*Motion: Roger moved, and Alan seconded that the meeting be adjourned at 9:01 p.m.*

*Ayes: 4                      Nays: 0                      Absent: 1                      APPROVED*