

Tri City Water and Sanitary Authority

Regular Board Meeting

December 11, 2013

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday, December 11, 2013.

The follow board members were present: Chris DeWald, Lillian Elder, Carl White, Bruce Stimpson and Mark Garcia.

Employees Present:

Paul Wilborn, Cindy Barnett and Bill Thomas

The meeting was called to order by Chris at 6:30pm.

Pledge of Allegiance

Minutes Approval:

Lillian motioned to accept the November 13, 2013 minutes as presented. Bruce seconded the motion. All in favor.

Wastewater Treatment Plant:

Sean Negherbon attended the meeting and stated that Steve was out ill so a report was not available to present. He also stated that Paul had received the flows for this month. He reported that there is Legislation to sell the existing loan on the sewer treatment plant. He is not sure if this will save any money as it adds an additional 10 years onto the loan but decreases the payment. He will check into this further.

Engineering:

None

Correspondence:

None

Managers' Report:

- **#1 Pump Station Update:** Paul reported that he did not have good news as the project was to start next week but due to the weather conditions work will not start until the end of January. The pumps haven't arrived at this time either.
- **Security Camera Update:** Paul stated that he has 4 of the 12 cameras installed and working. It is on a DVR system which is continuous not motion activated. Paul will also get security signs posted.
- **Charter Communication Update:** Charter has all lift stations completed with the exception of #5 due to issues with the location of the lines. The office is up and running and doing very well. Paul stated that the lines have been brought down to the plant but the installation is not

complete. Paul is also working on cleaning up the unnecessary unused lines and making repairs to the spliced lines.

- **Financial Report:** The report is included in the binders for the boards review. Paul stated that the phone bills are up due to Frontier charging for early termination fees. The bills should decrease now.

Paul advised the board that Special Districts Insurance will be increasing 4.2% for next year partially due to improvements that have been made to the lift stations. Value of the property has increased. We received the maximum discount of 9% for completing the Best Practices questionnaire. All is in compliance with the regulations required. A check for the amount of \$2,013.00 should be received in January with the completion of the check list. More information should be received shortly as they are late mailing it out due to the weather. The board will discuss at the next meeting.

The office is currently working on an upgrade from Classic to Clarity. A mock data pull was done on December 10, 2013. Any corrections or additions are being addressed. The full upgrade should be completed in January.

Operations:

Bill reported that with the snow they have been working on projects in the yard that needed to be done. The crew have been working on lines with the camera on Woodcrest Dr. They found a broken top section of a pipe which runs behind the houses. They will need to gain access through a customer's yard to start repair. The plant was having problems starting due to the freezing weather. It is working well and everything is properly winterized.

Board Discussion:

None

Old Business: Carl asked on the progress for repairs on the dump truck bed. He would also like to see the old dump truck painted and repaired. Bill will follow up on this matter.

New Business: Mark wanted to let the board and Paul know about the training that the Ford Family Foundation is offering. They specialize in offering training to nonprofit boards. There will be two different training sessions offered, the first on January 20, 2014 from 5 – 8 pm; the second for grant writing on January 21, 2014 from 9 am – 12:00. All board members are encouraged to attend. He also asked that it would be publicized. It is being held at the 1st Baptist Church in Canyonville. Food will also be provided.

Items not on Agenda:

None

Review Monthly Bills for Payment:

Lillian motioned to review and pay the bills. Mark seconded the motion. All in favor

Meeting was adjourned at 7:05 pm

Attested to by: Cindy Barnett

