

Tri City Water & Sanitary Authority

Regular Board Meeting

June 13, 2012

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday, June 13, 2012

The following board members were present: Lillian Elder, Chris DeWald, Tonya Smith, Mark Garcia. Carl White was absent.

Employees Present

Cindy Barnett, Terry Griffin and Vicki Howren.

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

Pledge of Allegiance

Minutes Approval

Lillian motioned to accept the May 9, 2012 minutes as presented. Tonya seconded the motion. All in favor.

Budget Hearing:

Public Comment – No report

Resolution 12-03: Adopting the 2012-2013 Budget

Lillian made a motion to accept resolution 12-03 – Adopting the 2012-2013 Budget as presented and approved by the budget committee. Tonya seconded the motion. All in favor.

Resolution 12-04: Imposing & Categorizing Taxes

Tonya made a motion to accept resolution 12-04 – Imposing & Categorizing Taxes as read. Lillian seconded the motion. All in favor.

Wastewater Treatment Plant

Sean reported on the status of the pond project. He said it is a much better design than the other and will work more efficiently. DEQ and the engineers have signed off on the project.

Engineering

Vicki went over amendment #4, exhibit K – part of the agreement between owner and engineer for professional services. The amendment requests an additional \$47,900.00 for managing the change order process to include lift station #1 in the lift station #3 upgrades project and prepare an O & M manual for lift station #1.

Tonya made a motion to accept amendment #4 as presented. Mark seconded the motion. All in favor.

Vicki presented a contract for engineering services from Sean Moran for professional services to provide the vital information required for grant writing purposes on the water storage project. She asked that the board give their approval for Sean to perform the work.

Engineering Cont.

Lillian made a motion to use Sean Moran on a contractual basis for the water storage project. Mark seconded the motion. All in favor.

Correspondence

No report

Manager Report:

Audit contract - Brief discussion

Mark made a motion to accept the audit contract as presented. Tonya seconded the motion. All in favor.

Election to reimburse SDAO for medical expenses - Brief discussion.

Mark made a motion to accept the employer option for reimbursement of medical expenses on nondisabling claims as presented. Tonya seconded the motion. All in favor.

Employee Benefit Program – Vicki stated it was just for their information only.

Agreement with Sonny Carruth for miscellaneous services – Brief Discussion

Tonya made a motion to accept the agreement as presented. Lillian seconded the motion. Mark abstained. The remainder of the board voted in favor.

Financial Statements for May – Vicki briefly went over statements.

Operations

Sean reported everything was going smoothly and nothing to really report.

Board Discussion

Chris stated he was operating without a vice chair and would like to nominate Tonya as vice chair. Lillian seconded the motion. All in favor.

Old Business

No report.

New Business

Mark made a motion to have Vicki Howren removed from all Tri City Water & Sanitary Authority's Umpqua Bank Accounts effective June 30, 2012. Tonya seconded the motion. All in favor.

Items not on Agenda

Chris discussed the retirement gifting procedures for TCWSA and the gift for the upcoming retirement of Vicki Howren and the precedence it will set for future retirees. It was decided that a plaque and a gift, valued up to, but not to exceed five hundred dollars would be allowed. Mark checked with SDAO to acquire rules and guidelines and according to Mark this falls within those guidelines.

Review Monthly Expenditures for Payment

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

Meeting was adjourned at 7:40 p.m.

Attested to by: Terry Griffin