

Tri City Water and Sanitary Authority

Regular Board Meeting

September 11, 2013

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

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

Employees Present:

Paul Wilborn and Cindy Barnett

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

Pledge of Allegiance

Minutes Approval:

Lillian motioned to accept the August 14, 2013 minutes as presented. Bruce seconded the motion. All in favor.

Wastewater Treatment Plant:

Sean Negherbon presented his report to the board. There were extra expenses this month due to repair of equipment.

Engineering:

None

Correspondence:

None

Managers' Report:

- **Meter change-out:** The crew is continuing to change out the meters. There are approximately 75 more to do then the entire district will be completely touch read. That should be completed by the end of December. Spare meters and registers will also be in inventory.
- **Financial Report:** Paul advised the board that the financial report is in their binders for their review. He stated that water sales are up and that we are under budget on expenses. He also stated that the audit has been rescheduled for Monday, September 16, 2013.
- **Security Camera's:** Paul has contacted Platt for information on cameras. The representative hasn't had a chance to call back due to high volume of work. Paul would like to keep the installation of the system in house if possible. Paul also stated that he will check with Special Districts for a Safety Grant.
- **Charter Communications:** Paul advised the board that the monthly costs with Charter will be about one-half of the cost that we are paying currently with Frontier. For phone and internet it

will be \$485.00 per month for Charter and \$900.00 with Frontier. We will however need to retain Frontier for Lift Station #7 as it is out of Charter's serving area. Bruce motioned to accept Charter. Mark seconded the motion. All in favor.

Operations:

Paul advised the board that the crew has been extremely busy working on leaks and are currently still working. Paul stated that the entire crew now have their CDL's which has been very efficient as they can split up if necessary. He said they are doing a very good job. They have all been working on sewer issues as well. The Water Plant is running well.

Board Discussion:

None

Old Business:

- **Water Storage Property** – Chris said that he has spoken with Jodi Westbrooks but she needs to study the maps as she plans to expand and wants to compare the location of the new tank.
- **Manager's Yearly Evaluation** – Chris also said he is working on the evaluation and will forward to the other board members for their input.

New Business:

- **Change Order Proposal:** Paul stated that a copy of the change order is in the binders for the boards review. A copy of the Estimate and Schedule is also included for review. Paul explained his spreadsheet with this information. Mark voiced his concern that the bid is too high, but if it is sent out for re-bid there is a risk of losing the money that has already been awarded. Chris thinks the bid is fair due to the bulk of the money is for materials. Carl motioned to accept Change Order #4 on Pump Station #3 upgrade project. Mark seconded the motion. All in favor. Carl asked when the project would be complete. The scheduled completion date is January 2014.
- **Agreement to pay additional expenses incurred:** Paul explained that USDA requires the additional costs be paid. Bruce motioned to pay the Change Order #4 on Pump Station #3 upgrade project for the amount of \$50,023.00. Carl seconded the motion. All in favor.
- **New Server for Office:** Paul stated that with the upgrade on the Caselle program a new server is recommended. He has obtained an estimate from Megabyte. Mark reviewed the estimate and said it was a good server and a fair price. Carl motioned for Paul to purchase the server needed. Lillian seconded the motion. All in favor.

Items not on Agenda: None

Review Monthly Bills for Payment:

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

Meeting was adjourned at 7:12 pm.

Attested to by: Cindy Barnett

