

**FOSTERBURG WATER DISTRICT
MINUTES – BOARD MEETING
December 20, 2017**

The regular meeting of the District Board was called to order by Chairman at 7:30 p.m. at the District office. Additions to the agenda were additional O & M bills for approval:

Bertels Sales & Service	\$ 1,169.99
Coyle Supply	\$ 28.54
Ditch Witch	\$ 2,207.31
Farm & Home Supply	\$ 34.99
Home Depot	\$ 54.95
Midwest Municipal	\$ 1,578.52
Miox On Demand	\$14,399.00
Part Stop, Inc.	\$ 18.00
Precision Lighting	\$ 62.19

Roll was called with the following board members present: Steve Strohbeck, Fred Bort, Robert Kercher, Kristine Jarden, Todd Clark and Becky Unnerstall. Also present were Mark Voumard and Kim Owens. Fredrick Aljets arrived at 7:45.

DELGATIONS: Richard Johnson, Dan Bierbaum and Mark Unnerstall were present.

The minutes of the November 15, 2017 regular meeting, copies of which had been forwarded to the Board, were reviewed.

A MOTION WAS MADE BY KRISTINE JARDEN AND SECONDED BY FRED BORT THAT THE NOVEMBER MINUTES BE APPROVED. MOTION PASSED UNANIMOUSLY.

The Treasurer's Report, copy of which had been forwarded to the Board, was reviewed and questions answered. Income reported for November was \$198,280.00, bank interest \$3,873.44, expenses \$145,198.89 and depreciation \$36,756.24 resulting in a net profit of \$20,378.31. Transfers among accounts for the month were also reported.

A MOTION WAS MADE BY FRED BORT AND SECONDED BY KRISTINE JARDEN THAT THE TREASURER'S REPORT BE ACCEPTED AS PRESENTED. MOTION PASSED UNANIMOUSLY.

O & M bills, previously sent to the Board, were presented along with additional bills for discussion and payment approval and questions were answered.

A MOTION WAS MADE BY KRISTINE JARDEN AND SECONDED BY TODD CLARK THAT THE O & M BILLS BE APPROVED FOR PAYMENT AND CHECKS BE ISSUED. MOTION PASSED UNANIMOUSLY.

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OLD BUSINESS

WORK REPORT:

Manager reported on work done for the month: Check for shut off usage & possible leaks; a main was hit by Ameren installing a pole which was marked. A customer's meter was programmed wrong so we had to refund them. Samples were all good. 54 services installed this year half of which was Windy Hill. Bob Lowrance is looking at 25 acres on Quercus Grove but it is out of our boundaries, if he chooses to buy it we may need to annex it.

Bulk Load Report:

Culp Lane	\$ 89.75	24,993 gal	69.62 gal/cn
Prairietown	\$178.00	50,000 gal	70.22 gal/cn

MANAGEMENT REPORT:

IAW lowered the QIP fee from 2.32% to 1.12% to go in effect in May. Windy Hill has \$128,000 outstanding for payment in the Spring. The completion date is June 8th. Seiler Rd phase I needs to be bid since it would be over \$20,000 – easements are secured and supplies arrived today. Miox is running after needing to be replaced. It should last for 5-7 years and was discounted 15%. The cut saw quit on the last main break. The cost to repair was \$600 and it was 13 years old. A new one was purchased for \$1,169.99 at Bertels. Heneghan & Associates' misc jobs bill was for non-job tasks. They had worked with us on the distribution system by changing valves in the computer while we were experiencing problems with the tank levels in order to figure out what needed to be done.

GENERATOR:

More information was received from Bickle and Richards on the generators they proposed to use. Both appear to be comparable although not well known brands. No more information was received from Wegman Electric Co. Trustee Unnerstall stated the company she spoke to could do it for \$20,000. It was published in the paper and on SIBA online for all contractors to see. Trustee Kercher stated he has a conflict until January as his employer is one of the original bids. They are selling to GRP in January and will no longer be an ESOP so he would not have a conflict then. Trustee Jarden stated she does not feel comfortable taking more bids after the sealed bids were opened. The majority of the board feels having a generator with a well known name brand and a company that stands behind the product would be ideal.

MOTION WAS MADE BY BECKY UNNERSTALL AND SECONDED BY ROBERT KERCHER TO REJECT THE PREVIOUS BIDS AND REBID THE GENERATOR FOR NEXT MONTH. MOTION PASSED WITH JARDEN OPPOSING.

NEW BUSINESS

CHRISTMAS FUND:

MOTION WAS MADE BY ROBERT KERCHER AND SECONDED BY TODD CLARK TO RETURN \$1,067.96 FOR THE CHRISTMAS FUND TO THE FUND ACCOUNT. MOTION PASSED UNANIMOUSLY.

ATTORNEY:

Trustee Clark feels he did not get the truth from Attorney Balsters when he asked if the district could participate in the regional water treatment plant and about Ruppert being our representative. Manager explained that at the time of the August meeting, when the conversation took place, the regional water treatment plant entity had not decided which type of organization it would become. If it had been organized as something other than a private non-profit FWD could have probably stayed in. Our attorney had not been kept up on the progress at the regional water treatment plant meetings either so he was unaware of the options. It is a gray area of the law because attorneys have different opinions on how to interpret the law when it comes to a private non-profit and the statute which the district is formed. Trustee Clark does not have a suggestion for a new attorney and is satisfied with the explanation of the timeline in which the events took place.

ANNUAL AUDIT:

The contract is up with our current auditor, CJ Schlosser & Co. There is a limited amount of firms in the area who handle districts like ours.

MOTION WAS MADE BY KRISTINE JARDEN AND SECONDED BY VICE PRESIDENT ALJETS TO TAKE BIDS ON THE ANNUAL AUDIT FOR A THREE YEAR CONTRACT. MOTION PASSED UNANIMOUSLY.

2018 BUDGET:

Trustee Jarden asked if leasing a copier was an option. It will be looked at but we are limited to the amount of copies we can make with a lease. Chairman Strohbeck stated he has concerns with the pipe laying out in the elements and deteriorating. He would like to see in the budget within the next few years a building to store it in and give the O&M crew more room especially since the backhoe sits on the trailer all the time. It does not get a chance to reset the springs and is very hard on the trailer.

MOTION WAS MADE BY VICE PRESIDENT ALJETS AND SECONDED BY TODD CLARK TO APPROVE THE BUDGET. MOTION PASSED UNANIMOUSLY.

SEXUAL HARASSMENT UPDATES:

The attorney prepared a new ordinance to address the changes to the Sexual Harassment policy's Whistle Blower Act and Human Rights Act.

MOTION WAS MADE BY KRISTINE JARDEN AND SECONDED BY FRED BORT TO APPROVE THE UPDATED ORDINANCE ON SEXUAL HARASSMENT. MOTION PASSED WITH UNNERSTALL ABSTAINING.

A MOTION WAS MADE BY ROBERT KERCHER THAT THE MEETING BE ADJOURNED.

The Chairman declared the meeting adjourned at 8:47 p.m.

Kimberlee J. Owens
Secretary