

# TWIN LAKES REGIONAL SEWER DISTRICT

*"Protecting the Environment Today for Tomorrow's Generations"*

## BOARD OF TRUSTEES MEETING AUGUST 22, 2013

L  
R  
S  
D

TRUSTEES PRESENT: TOM PASQUALE PRESIDENT  
JOHN MITCHELL VICE-PRESIDENT  
JAMIE ROUGH TREASURER  
LARRY HOLDERLY SECRETARY  
LYNN WILSON BOARD MEMBER

TRUSTEES ABSENT: CHAS TRIPLETT BOARD MEMBER  
DARIN GRIESEY BOARD MEMBER

ATTORNEY: DONALD TRIBBETT, ABSENT

SUPERINTENDENT: MIKE DARTER

Mr. Pasquale opened the meeting at 7:00 p.m.

### SECRETARY'S REPORT:

Mr. Pasquale presented the minutes of the August 8, 2013 regular meeting for approval. Mr. Holderly moved to approve the minutes, seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

### COMMITTEE REPORTS:

#### Finance/Asset Committee

Mr. Rough reported that a committee meeting has been set for September 9, 2013 at 11:00 a.m. to discuss 2014 budget.

#### Personnel Committee:

No report

#### Projects Committee

No report

#### Review Committee:

No report

#### Policy Committee:

No report

#### Assets Committee:

No report

Legislative Committee:

No report

**OLD BUSINESS:**

None

**SUPERINTENDENT'S REPORT:**

Mr. Darter reported on the incident report. Mr. Holderly commented that he is still amazed on how quickly the staff responds and gets things taken care of.

Mr. Darter reported that 94.5% of permits have been purchased in Phase IV and 68% of Phase IV has been connected.

Mr. Darter presented Roa customer request to removed late fees. Discussion held. Mr. Holderly moved to deny the customer request. Motion died for lack of second. Discussion held. Mr. Rough moved to deny the customer request, seconded by Mr. Holderly.

Vote Ayes 4 Nays 1 (Mitchell)

Mr. Darter reported on the BMB WWTP roofing quote and indicated that the roofing contractor that was the low quote has failed to call, schedule work and is unresponsive as briefed in memo dated August 21, 2013. Mr. Rough moved to deny Fraser Construction's quote and accept Sayler's quote, seconded by Mr. Wilson.

Vote Ayes 3 Nays 2 (Pasquale, Mitchell)

Mr. Pasquale suggested that Mr. Darter concur with Mr. Tribbett prior to sending a certified letter to Fraser.

Mr. Darter presented to the Board the memo from Mr. Crown dated August 21, 2013 with regard to Mr. Horney's lost payment. Discussion held. Mr. Mitchell moved to waive Mr. Horney's late fees in the amount of \$23.40, seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

Mr. Mitchell requested Mr. Darter to inform Mr. Horney in writing of the Board's decision.

Mr. Darter presented to the Board an employee appeal. Mr. Mitchell moved to send the issue to the Personnel Committee, seconded by Mr. Holderly.

Vote Ayes 5 Nays 0

Personnel Committee scheduled for Thursday, August 29, 2013 at 6:00 a.m.

**ATTORNEY'S REPORT:**

Not present

**ENGINEERS REPORT:**

Mr. Montemayor reported that the last issues have been resolved with regard to the sink holes and the clarifier. Mr. Montemayor presented for approval Contract II, Change Order No. 7 as a deduction in the amount of \$4,625.00. Mr. Holderly moved to approve the change order as presented, seconded by Mr. Rough.

Vote Ayes 5 Nays 0

**OTHER BUSINESS:**

No report.

**TREASURER'S REPORT:**

Mr. Rough reported that he has been talking to Mr. Crawn with regard to on-line bill pay and further discussions will be held in September.

Mr. Pasquale requested that Mr. Crawn email the Board payroll check stubs rather than send by regular mail.

Mr. Rough presented for approval the Operation and Maintenance fund claim voucher in the amount of \$121,247.22. Mr. Holderly moved to approve the Operation and Maintenance fund claim voucher, seconded by Mr. Wilson

Vote Ayes 5 Nays 0

Mr. Rough presented for approval the Payroll claim voucher in the amount of \$25,427.74. Mr. Wilson moved to approve the Payroll claim voucher, seconded by Mr. Holderly.

Vote Ayes 5 Nays 0

Mr. Rough presented for approval the Board of Trustees Payroll claim voucher in the amount of \$300. Mr. Holderly moved to approve Board of Trustees Payroll claim voucher, seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

Mr. Rough presented for approval the Employee Benefits - INPRS claim voucher in the amount of \$ 3,302.84. Mr. Holderly moved to approve the Employee Benefits - INPRS claim voucher, seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

Mr. Rough presented for approval the Construction fund claim voucher in the amount of \$126,516.51. Mr. Mitchell moved to approve the Construction fund claim voucher, seconded by Mr. Holderly.

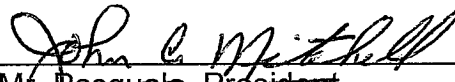
Vote Ayes 5 Nays 0

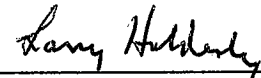
**PUBLIC COMMENT:**

None.

With no further business before the Board, Mr. Rough moved for adjournment at 7:41 p.m., seconded by Mr. Wilson.

Vote Ayes 5 Nays 0

  
Mr. Pasquale, President  
MITCHELL, VICE PRESIDENT

Approved:   
Mr. Holderly, Secretary