

TWIN LAKES REGIONAL SEWER DISTRICT

"Protecting the Environment Today for Tomorrow's Generations"

BOARD OF TRUSTEES MEETING

May 14, 2015

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TRUSTEES PRESENT:	LYNN WILSON	PRESIDENT
	JAMIE ROUGH	VICE-PRESIDENT
	DARIN GRIESEY	SECRETARY
	LARRY HOLDERLY	TREASURER
	TOM PASQUALE	BOARD MEMBER
	DICK LEIS	BOARD MEMBER
	LEO BROWN	BOARD MEMBER

ATTORNEY: DONALD TRIBBETT

MANAGER: MIKE DARTER

Mr. Wilson opened the meeting at 8:00 a.m. Mr. Rough moved to suspend the rules of the regular meeting to allow the guests in the audience to speak, seconded by Mr. Leis.

Vote Ayes 6 Nays 0

Mrs. Rita Cameron from Big Timber Lodge addressed the Board regarding the rate increase and is seeking relief from the monthly rates. Mrs. Cameron will meet with Ms. Morris to discuss Policy #2004-04 Nightly Rental Unit/Billing Criteria.

Mrs. Tara Gochenour addressed the Board regarding the reconnection fee for 3643 S. Freeman Road. The property was abandoned per policy in December 2002. She stated she was not aware of this fee when she offered to purchase the property. She will contact the owner to discuss why this fee was not disclosed.

SECRETARY'S REPORT:

Mr. Griesey presented the minutes of the April 9, 2015 regular meeting for approval. Mr. Leis moved to approve the minutes, seconded by Mr. Griesey.

Vote Ayes 5 Nays 0 Abstain 1 (Holderly)

COMMITTEE REPORTS:

Finance/Asset Committee

Mr. Darter reviewed the refunding proposed timeline and tentative schedule. A conference call has been scheduled with Mike Darter, Patty Zelmer, Don Tribbett, and John Julien for Monday, May 18th at 10:00 a.m. regarding the Preliminary Official Statement.

Personnel/Nominations Committee:

The personnel committee met on April 23, 2015 to discuss a request tabled from September 2014 in regard to increased duties and job classification pay separation. Both matter will be revisited at budget and wage evaluation for 2016.

Mr. Darter reported that Mr. Crawn did not reported to work or make contact with the District for 3 consecutive days without authorization, which is an implied resignation per the Employee Handbook and is no longer considered an employee of the District as of May 6, 2015.

Mr. Darter requested permission to advertise for the position. Mr. Holderly moved to approve the advertisement, seconded by Mr. Pasquale.

Vote Ayes 6 Nays 0

Mr. Darter reported that one of the operators had to change his health insurance coverage from single to family. Per discussion with the insurance agent, typically what happens is that the difference between the two amounts is pro-rated then the amount is added to the HSA from the District. That amount is \$875.00. Mr. Darter requested the prorated amount be added to the employee's HAS from the District. Mr. Rough moved to add the \$875.00 to the operator's HSA account, seconded by Mr. Holderly.

Vote Ayes 6 Nays 0

Projects Committee:

No report

Review Committee:

The Committee is in the process of reviewing the New Connection Policy and Abandonment Policy

Legislative Committee:

No Report

OLD BUSINESS:

Mr. Darter presented 2 quotes for a new server for the office, Computers Made Easy and Roeing Corporation and requested approval of purchasing a new server for the District office from Computers Made Easy in the amount not to exceed \$8,373.98 and to re-purpose the old server into a desktop unit in the amount of \$324.99. Mr. Leis moved to approve the purchase as presented, seconded by Mr. Rough.

Vote Ayes 6 Nays 0

SUPERINTENDENT'S REPORT:

Mr. Darter presented the incident report.

Mr. Darter presented memo dated May 12, 2015 regarding a camera job on the building sewer at 1134 N. Diamond Point Road.

Mr. Darter presented 2 quotes for an After Hours payment drop box, American Security Cabinets and Interbank Equipment and requested approval for the purchase of the payment drop box in the amount of \$1,478.00 from American Security Cabinets. Mr. Rough moved to approve the purchase as presented, seconded by Mr. Holderly.

Vote Ayes 6 Nays 0

Mr. Darter distributed the construction schedule for the airport runway.

ATTORNEY'S REPORT:

Mr. Tribbett reported that he has been speaking with Mr. Darter with regard to the Abandonment Policy and the suggestion to possibly amend.

Mr. Tribbett reported that he is going to follow-up with the Buffalo Post Office regarding connection.

Mr. Tribbett commented on the Gupta request for waiving fees and recommended to hold off and verify the amounts in his letter are accurate.

Mr. Tribbett reported on the letter that he sent to The House of Representatives with regard to Ackerman.

OTHER BUSINESS:

No report

TREASURER'S REPORT:

Mr. Holderly presented for approval the Capital Improvement Fund claim voucher in the amount of \$24,615.00. Mr. Rough moved to approve the Capital Improvement Fund claim voucher, seconded by Mr. Leis.

Vote Ayes 6 Nays 0

Mr. Holderly presented for approval the Operation and Maintenance Fund claim voucher in the amount of \$294,748.91. Mr. Rough moved to approve the Operation and Maintenance Fund claim voucher, seconded by Mr. Griesey.

Vote Ayes 6 Nays 0

Mr. Holderly presented for approval the Payroll claim voucher in the amount of \$55,182.75. Mr. Leis moved to approve the Payroll claim voucher, seconded by Mr. Rough.

Vote Ayes 6 Nays 0

Mr. Holderly presented for approval the Payroll claim voucher for the Board of Trustees in the amount of \$1000. Mr. Rough moved to approve the Payroll claim voucher for the Board of Trustees, seconded by Mr. Griesey.

Vote Ayes 6 Nays 0

Mr. Holderly presented for approval the Employee Benefits –INPRS claim voucher in the amount of \$8,099.86. Mr. Rough moved to approve the Employee Benefits –INPRS claim voucher, seconded by Mr. Griesey.

Vote Ayes 6 Nays 0

PUBLIC COMMENT:

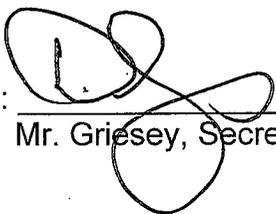
None.

With no further business before the Board, Mr. Griesey moved for adjournment at 9:25 a.m., seconded by Mr. Rough.

Vote Ayes 6 Nays 0



Mr. Wilson, President

Approved: 

Mr. Griesey, Secretary