**Laclede Water District Date: Aug 12, 2015**

**Roll Call:**

Board Members present were: Paul Horgan, Roland Harter, and Gene Courtney.

The meeting was called to order at 6:02 pm.

The July minutes were read out loud by Roland.

A motion was made to approve the July minutes by Gene, 2nd by Roland. All were in favor, motion carried

**Old Business:**

Chris Giese Oath of Office - Chris Giese was not able to attend the meeting so he was not sworn in.

Open position on the board – There is still an open position on the board. Flyers will be posted at other locations.

Electronic Meter Reading – This issue will be postponed until the next meeting due to lack of time to accumulate the information.

Proposed budget – Paul asked about questions on the proposed budget. Gene had a question about user fees and why they were less than previous years. Paul responded that with the electric meter readings that the district hopes to implement, there will be less overage fees since meters will be read each month. There was some discussion about the bookkeepers wages and benefits. The board will look into the standard hours normally used for benefits. A motion was made to approve the proposed budget by Roland, 2nd by Gene. All were in favor, motion carried.

Office Hours - There was a discussion about the office hours and how to make sure that the public is informed of those. There was some concern about Public Information Requests not being received in a timely manner since the phone is not answered every day and the mail is picked up when the bookkeeper is in. Roland has agreed to check the mail twice a week. A motion was made by Roland to set the office hours to 9 am to 3 pm on Fridays for the public’s assistance unless request is given within a reasonable time period by the bookkeeper, 2nd by Gene. All were in favor, motion carried.

**New Business:**

Gene requested to add one item to the agenda in New Business regarding a meter issue.

Mountain West Bank Signature cards – These cards need to be updated to remove old board members and add new board members. Paul Horgan, Gene Courtney and Roland Harter need to be added. Chris Giese is current on the cards and Lee Dowdle needs to be removed.

Operations report: Message from WSM - They have added a $250.00 charge to the monthly fee for the added expense of a permit process (testing and reporting) for the mills discharge flow of water. They also said that once the summer issues are resolved the monthly fee should settle to the agreed fee. Roland asked about a certificate of liability from Kevin Needs Construction. He will check with the bookkeeper to see if she has one and if not, she will request one.

Water meter issue – There is a meter that was installed a few months ago during a homeowners construction. The meter was moved and was reinstalled very close to the surface and will most likely freeze. There was some discussion regarding who was responsible for the cost to correct this. Gene is going to look into this.

**Treasurer’s Report as of July 31, 2015**

* Reserve Account Restricted $ 24,100.93
* Mountain West Flex account $ 98,535.34
* Checking $ 106,321.91

Roland corrected a statement made in the prior board meeting about a $2,000.00 transfer to Mountain West Bank each month. The transfer will be made every three months. This is to avoid a fee for non activity since this is a savings account and is not utilized frequently. Roland reviewed the bills to be paid. Roland made a motion to pay the bills. Motion was seconded by Gene. All in favor, motion carried.

**Water User Forum:**

No user discussion

Gene made the motion to adjourn the meeting. Motion Seconded by Roland. All in favor, meeting adjourned at 7:18pm.