**Laclede Water District Date: October 12, 2016**

**Roll Call:**

Board Members present were: Roland Harter, Gene Courtney and Chris Giese.

The meeting was called to order at 6:05 pm.

The July, September and September special meeting minutes were approved. Chris made a motion to approve the minutes, seconded by Roland, all in favor, motion passed.

**Old Business:**

Open positions on the board: Chris made a motion to accept Justin Roberts to the Laclede Water Board, seconded by Roland, all in favor, motion passed. Justin Roberts was sworn in to one of the two open seats on the board.

Bylaws/Ordinances: There has been no forward movement on this issue. There was some discussion regarding the current charge for hook up. This issue will be added to next months agenda when there should be something to report.

New NPDES Permit & Requirements: There are new requirements for the discharge into the river. The district is within these requirements. Gene has researched the other requirements and found that the district is required to have a Best Practices Plan. Gene has been working with Water Systems Management on producing this Plan.

Chris is going to call Sandpoint City Water to see what their plan looks like.

**New Business:**

Gene made a motion to add a users issue with a water leak to the current agenda. Chris seconded. The board explained to the user the current policy wherein the board will credit back one half of the usage due to a leak if the leak is fixed promptly. The user also requested payments for the balance that would be her responsibility. The board explained that they could not authorize a special situation for her but that she could make payments as she felt was necessary but she would incur a late fee each month for any balance due on her account.

Chris made a motion for the Water District to forgive 50% of the usage on Mary Boyle’s invoice, Roland seconded, all in favor, motion passed.

Rural Development Loan: The original request was for $570,000.00, approved for $480,000.00. The district was also approved for a grant for $370,000.00 for a total of $850,000.00. The $480,000.00 loan payment is paid once a year and the monthly allotment is automatically transferred to an account where the draw for the annual payment is made from. Gene thinks that the district can refinance the loan for a shorter term and less interest so that if the district needed funds for a large repair, they may not be able to get a loan as long as this original loan is active. Gene will research this issue.

Auditor Engagement Letter: It was agreed to accept the engagement letter of Williams and Parsons for the audit that is due this year. Chris made a motion to accept the engagement, Roland seconded, all in favor, motion passed.

Plant Operations: The plant is running smoothly. No main issues. The water flow has dropped since the summer usage. The problem with the gauges in the tanks has been solved. It was a phone line problem with Verizon that was causing the problems. There is an issue with the vegetation around the settling pond. Gene will research the cost of brush clearing.

Review/Pay the bills:

**Treasurer’s Report as of Sep 30, 2016**

* Reserve Account Restricted $ 26,633.78
* Mountain West Flex account $ 226,561.43
* Checking $ 70,361.16

There was some discussion with the call out charge by Water Systems Management to recheck meter readings that are requested by residents because of a large bill. Katy will be instructed to have the residents read their meter and report the reading to verify it was read correctly, or to turn off all water sources in the house to see if the meter is running, to determine if they have a leak. If it is determined that an operator needs to go to the property, the resident will be charged the $42.00 fee that Water Systems charges the district.

Roland made a motion to pay the bill, Chris seconded, all in favor, motion passed.

Chris made a motion to adjourn the meeting at 7:21, seconded by Justin. All in favor, meeting adjourned.

**Water User Forum**