**Laclede Water District Date: April 10, 2019**

**Roll Call:**

Board Members present were: Roland Harter, Gene Courtney, Kimberly Swank, Chris Giese and Justin Roberts.

The meeting was called to order at 6:00 pm.

Justin made a motion to approve the March 2019 minutes, Chris seconded, all in favor, motion passed.

**Old Business:**

Ordinances – Suggested changes are complete. Katy will type up the changes/additions and the board will review the draft before final approval.

May election Status - There were no write in candidates. The board appointed the following positions. Roland made a motion to extend Chris Giese’s tenure for the seat of 2019 - 2025, seconded by Kimberly. All were in favor, motion passed. Justin made a motion to extend Roland Harter’s tenure for the seat of 2019 – 2025, seconded by Kimberly. All were in favor, motion passed. Roland and Justin were instructed to sign the Oath of Office and Gene will deliver them to the county.

**New Business:**

Accountants Recommendations and Suggestions – The board discussed the audit recommendations, primarily consisting of overseeing the bookkeeper and the meter scheduling. The board concluded that with the small size of the district office (one part time employee), and the reports the board receives each month, the oversight of the bookkeeper is sufficient and the board will continue to be diligent in this oversight. The meter schedule is based on the expectation of the billing (to be in house by the 1st of each month) and the part time employee’s schedule to processes the billing. The meter reading is scheduled as close to the end of the month as possible in order to get the billing out in a timely manner.

Plant Operation – Phone lines up to the tanks have had more work done on them by Frontier. This summer there is a plan, by the phone company, to replace the phone lines completely at no cost to the district. Regarding the issue with the DEQ Environmental and Planning Study, the district will put the job up for bid within the next few weeks.

Review/Pay the bills:

**Treasurer’s Report as of Mar 31, 2019**

* Reserve Account Restricted $ 14,000.48
* Mountain West Flex account $ 389,554.08
* Checking $ 66,657.71

Chris made a motion to pay the bills, Kimberly seconded, all in favor, motion passed.

Water user forum

Chris made a motion to adjourn the meeting at 6:18, seconded by Justin. All in favor, meeting adjourned.