**Laclede Water District Date: August 12, 2020**

**Roll Call:**

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

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

Chris made a motion to approve the July 2020 minutes, Kimberly seconded, all in favor, motion passed

**Old Business**: None

**New Business:**

Budget signed by board members. Changes to the budget were $25,000 added to Capital Improvements for the engineering study and the Bi-Annual Audit in the amount of $8000.

Set up Conference Call with T-O Engineers – Discussion regarding the best times for everyone to attend. Gene will work with T-O Engineers to arrange a time. There was a discussion of the recommendation to replace all meters with the type of meters that can be read automatically. This would help with accuracy of water usage and also enable the district to check meters all year which would help eliminate the issue of winter leaks not being noticed until summer when the meters are read. Gene explained that the estimate to accomplish this would be in the area of $65,000 dollars. Chris made a motion to move forward with this issue and start the process of bids for the job. Kimberly seconded, all in favor, motion passed.

Old Files & Records Over 7 years – Discussion regarding the old files at the plant that can be disposed of. Our auditor suggested anything over 7 years that do not need to be kept for tax or legal purposes could be disposed of. Kimberly suggested that these records should be shredded. Chris made a motion to proceed with the process and to shred any records to be disposed of. Justin seconded, all in favor, motion passed. Katy will go through these records to determine which can be shredded and contact a company to do this.

Plant Operation – There was a plugged line in the lab office that burst and damaged some electronics and papers. Mike did what he could to dry out the papers, drawings, etc. and also replaced the computers that were damaged. He worked with Staples to recover what they could and got everything back up and running pretty quickly. Insurance will cover the cost of the damage minus the deductible.

Review/Pay the bills:

**Treasurer’s Report as of July 31, 2020**

* Reserve Account Restricted $ 21,590.44
* Mountain West Flex account $ 500,592.21
* Checking $ 60,127.14

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

Water user forum

Justin made a motion to adjourn the meeting, seconded by Chris. All in favor, meeting adjourned at 6:27 pm.