Date: 7-9-14

**Roll Call:**

In attendance: Lee, Lou, Jerry, Harvey, Chris Giese via Phone

The Meeting was called to order at 6:00 pm by Lee

An announcement was made by Lee that he was giving 24 hour notice for a meeting to be held tomorrow, 7-10-14 at 6pm. Agendas have been posted.

Jerry Doyle was given the floor. He read his letter regarding the lawsuit and his resignation effective immediately. After finishing he then left. Lee finished reading the rest of the letter that Jerry was not required to read.

Lee asked that a motion be made to accept Jerry Doyle’s resignation.

Lou made the motion. 2nd by Lee. All in favor – yes.

This now leaves a position vacant. There are letters /applications that have been submitted and are on file that will be reviewed for this position.

Lee told the forum that he has spent the past two weeks analyzing the district budgets and audits for the past 5 years. He feels that there are a few points that he wants the forum to know:

1. The staff is too small to segregate the accounting of business functions.
2. There is no accountability employed by the district.
3. There are no protocols in place, no accountability to anyone.
4. The only accountability is for the quality of the water.
5. The budgeting process needs to be reviewed.
6. Business operation, accountability and documentation is weak or non-existent.
7. There is no formal review of bills, expenditures or needs. Things are not being verified or cross referenced .

Employee protocol and standard operating procedures and board management of the water district need attention and structure.

Accountability for all things will be recorded and monitored and reviewed on a regular basis with input from government agencies, banks and citizen groups as needed.

Lee read the notice about the recall election for Harvey. This will be held on August 26th, 2014 at the counties expense. Lee asked for Harvey’s resignation after reading the notice. Harvey refused. The board will send in the resolution for the recall election to move forward.

Lou read the minutes from the last meeting. No amendments are needed except for the addition of the superintendents report from June. Lou moved to accept the minutes, 2nd by Harvey. All in Favor – Yes.

**Treasurer’s report as of June 30, 2014, read by Lee**

Panhandle State Bank $25,743.60

Mountain West Flex $96,360.26

Reserve Account $ 21,563.68

Total $

**Superintendents report: read by Lee.**

Average monthly flow: 90,644 gallons

Total monthly flow: 2,719,330 gallons

C12 and turbidity values have been maintained at optimal levels

The warming water, increased aquatic life and changing turbidity variables have made for a challenging and enjoyable water treatment month. Chemicals needed to be adjusted quite a bit but it was not nearly as intense as the previous two months.

Dead-end mains were flushed for customer water quality. One valve is stuck. Doug will continue to stop and “wiggle” the valve to see if he can get it to work. If that doesn’t work over the next month we will need to dig it up. Valves have freed up by repeated tries before.

Vent and air release screens were cleaned and replaced throughout the district. The tower screens were especially plugged. If these screens are not maintained the towers and water mains can collapse do to a vacuum effect. Doug will be sealing the hatches on the towers this month.

Lee states that the bills to be paid will be reviewed and nothing will be paid without an invoice and without the board members knowing what it is for. An example is the bill to Lippertt Equipment. There is a check that has been issued but no invoice attached. It will not be paid until the invoice is located and it is known what the bill is for.

Christy S. poses the questions about why the checks are being issued prior to them being approved. Lee states that is because no one is accountable, there is no protocol and going forward it will not continue. The board agrees that moving forward this is how they bills will be paid.

Motion to pay the bills is made by Lou, Harvey 2nd, all in favor – yes.

Requests for certain water district documentation that will be given to public will be reviewed by legal counsel prior to being released. The reason is because there are a few “gray” areas that he wants to clarify. This goes along with identifying what is considered public record. The final answer will be posted in writing and on the website.

Requests must now go through the board members not the employees.

Chris will contact Bonner County to see about getting the records that were taken during the investigation back.

Infrastructure review – to be reviewed at a later date

Employee protocol and reviews – to be reviewed at a later date

It is noted that the meeting to be held on July 10th, 2014 will be more in-depth.

No other agenda issues? No

**District forum questions and answers:**

Question about the decision on the bill for Mrs. Brooks that was caused by her leak. Answer: It has not yet been decided.

Also: why did it take 8 days for someone to respond to her after she called the emergency line. Answer: This is another protocol/procedure that needs review so it doesn’t happen again.

Question: If Jerry Doyle was responding to the calls from Doug during the night who will now deal with this? Answer: Lee will be taking these calls for now.

Question: Will we be looking into changing our legal counsel? Answer: we can address this at a future date.

Comment from forum: They would like things to be discussed in the meetings instead of behind closed doors. The public has the right to hear the board go through their thought process when making decisions. Lee comments that he agrees with the exception of Personnel issues.

Suggestion from Christy S.

The board needs to make a decision about the employee take home vehicle. Answer: there will be no formal discuss at this meeting about this topic. It will be discussed at a later time.

She would like the sub committee’s to have more communication and involvement. Answer: The board will try to do better and if you are on a subcommittee please be proactive as well and contact the others on the committee.

Questions from Susan D.

 Is there an official public records request form available? Answer: Yes and it will also be added to the website.

 Will the board be reviewing all past record requests? Answer: Lee states at this time all of the records are still in possession of the County and when they are returned this can be revisited.

 What is the certification that Doug is getting? Answer: He has not finished the class yet

Statement from Carol H.

 She has been making and posting posters for upcoming meetings to let the public know. She has had 14 stolen. She states this is private property and if it happens again she will call the cops.

Questions from Mary M.

 If Doug gets this additional certification and we require him to do additional work on top of his normal duties won’t that cost the district more money? Answer: No. He will do these additional duties during his normal work day. It will be reviewed by the board in the budget meetings however.

 Mary states that the board can make Doug Salary per the State. Why hasn’t this been done? Answer: This will be reviewed.

 Question from Greg L.

Would the board be willing to consider different options, including third parties, that would be willing to help? Answer: Yes. The Board will be working to form more committees.

Questions from Vickie:

Is the board going to look into a backup operator? Answer: Yes.

Vickie wants everyone to know that she has the forms to get people registered to vote if they need them. Otherwise they cannot vote in August.

Question/Statement from Paul:

He wanted to know why things were not getting voted on, why it was taking so long to have decisions be made and why the rules are not being followed. Answer: Lee states that the board is making an effort, to be patient, and that they are hoping to make some decisions at tomorrow’s meeting.

Misc. discussion:

The budget review process will span over two meetings.

The chairman will now accept all reports (treasure and superintendent) and disperse them to the other board members.

Lee proposed that we appoint someone to help get the filing and archiving or historical and old records organized.

Question was raised about why the ordinances that are posted on the website say “draft.” Answer: that was the only file available to Lee.

It was brought up that changes to the ordinances were not posted in the paper which could be why there is still not a final draft. After much discussion it was decided that Susan D. would coordinate with Doug to get access to the computes so that she can work on identifying what the changes were.

Motion to adjourn made by Lou. Second by Harvey. All in favor – yes. Meeting adjourned at 7:23pm