Date: 12-17-14

**Roll Call:**

In attendance: Lee, Lou, Chris, Gene, Roland

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

This was a regular business meeting.

Chris requested to change the agenda prior to the meeting beginning. He made a motion to add to the agenda an executive meeting I.C. 67-2345a, b, and c. Seconded by Gene. Roll call vote was called. Chris yes, Roland yes, Gene yes, Lou yes and Lee yes. The executive session was added in after the Dan Benson Letter.

Minutes were read by Chris. A motion was made by Lou to except the minutes as read. Chris seconded the motion. All were in favor.

Lee advised that there was a question from the last meeting about the missing receipts for the debit card, they were found attached to the bank statement.

The second reading of the Dan Benson letter was read by Lee. Chris advised that Mr. Benson stated that he did not have any fire protection. It was found that he could apply to be added to the Westside fire district and would currently be covered by the Idaho Department of Lands. Chris was able to locate the original letter that was sent in and it specified that he had to put a well in to protect his investment of $30,000.00 in trees to park out his property. Chris stated that he believed this situation was handled in 2010 and that it should not be a concern of this board.

Lee stated that in the ordinances that anyone living within the Laclede water district boundaries are required to hook up to the district’s water system and pay the monthly rate.

Lou stated that it was a requirement from the USDA who have given us the loans for the District.

Chris motioned to go into executive session I.C. 67-2345a, b, and c. Gene seconded the motion. A roll call vote was taken. Chris yes, Gene yes, Roland yes, Lee yes, and Lou yes. The meeting went into executive session. The forum was invited back in and motion was made to go out of executive session it was seconded and all were in favor.

Lee asked Gene if there was any more information about the independent contractor. Gene stated that there was not much more to be added. He said that he would have a draft contract ready and a draft operations guide for the board at the next month’s meeting.

Lee said that the audit is on track and will be starting the 19th of December.

Board members filled out and signed new banking information cards for the district.

Chris made a motion to continue the use and up keep of the website for the Laclede water district. Roland seconded the motion. All were in favor.

Roland asked why a computer from x-babbalon for $1800.00 was purchased. Lee said that he was advised that the plant computer had a problem and that some data had been lost and that it was necessary for the operation of the plant. Roland stated that we had been charged twice $65 to recover the data. Lee stated that was for the attempts to recover the data and that it was not successful.

Roland asked why we paid an employee $36 to drive to CDA. Lee said that she had to deliver the water samples which were time sensitive and that this should not happen again. It was asked why an employee was paid twice. Lee stated that it has been the policy in the past several years to pay this employee his accrued vacation if it had not been used during the past year. Roland made a motion that vacation by any employee must be requested and approved by the board in an open meeting. Gene seconded the motion. The board entered into a discussion time. All were in favor.

A motion was made to pay the bills by Roland. Lou seconded the motion. All were in favor and bills were paid.

Superintendent’s report was read by Lee.

A bill for $1797.89 was sent to the Laclede water district for the repair of a water leak that happened on a water user’s property. Lou made a motion to forward the bill to the home owner due to the fact that it occurred on the user’s side of the meter. There are three payment options that will be given to the user. Chris seconded the motion. All were in favor.

The 5yr EPA inspection will be conducted at the water plant this month.

Gene made a motion to have a report monthly that included total income, total expense, and cash on hand. Roland seconded. All were in favor.

Roland made a motion to distance the Laclede water district board from a letter that was generated by the district’s superintendent. Gene seconded the motion. A roll call vote was called. Chris yes, Roland yes, Gene yes, Lou yes, and Lee yes.

Roland is working on getting back sales tax that was charged to the Laclede water district through purchases made by the district personnel.

A question was asked that if we decided to go with an independent contractor how long would the contract be for. Gene advised that Hanson suggested a renewable annual contract.

A question was asked to clarify the information on the computer that was purchased. Lee was able to answer that question.

Chris made a motion to purchase two external hard drives to back up the computer systems for the district. Roland seconded the motion. All were in favor.

Doug Smith requested that an item be put on the agenda for the next month’s meeting. The discussion will include what the district needs to do to reimburse the water users for the districts mistake.

A motion was made by Gene to adjourn, Lou seconded. All were in favor. The meeting was adjourned.