Date: 11-12-14

**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.

Roland made an observation that there have been questions from prior meetings that have been brought up and not fully answered. He thought those questions should be put on the next agenda to be answered. It was discussed and all board member were reminded, that if there was something from the previous meeting that they felt was important to add to the current agenda that all that needed to be done is to motion at the start of the meeting to add to the agenda what they would like. The board will vote on the changes to add or not add the motioned changes.

The minutes from the previous meeting were read by Chris.

Lou made a motion to delete the last months reserve account and to leave only the current numbers.

Roland seconded the motion. All were in favor and the minutes were changed.

A letter was read by Lee from a water user Dan Benson. He is requesting that the board vote to remove his property from the Laclede water district boundaries. It was discussed by the board. Lee advised that this was the first reading of three. Gene asked how many water users were without fire protection in the district. A member of the forum asked if there were any liabilities for the district if they did not provide a fire hydrant to users. Gene also asked if he was paying taxes to have fire protection for his property. Lee advised the second reading would be put on next month’s agenda. It was requested by a water user to find out if Mr. Benson’s water pressure was up to the standards set by the state of Idaho.

Roland decided that Williams and Parson’s would do the audit for the Laclede Water District. He said that this company did forensic auditing. Williams and Parson’s would start the audit December 12th, 2014. There initial bid was for $4,125.00. It was determined that Katie would be able to save the district approximately $1,000.00 by doing the leg work for the Audit company on one of the days. The final bid was around $3,000.00.

The superintendent’s report was read by Lee. He advised that the filters were down due to excess sediment and turbidity in the water. It was determined that the problem was caused by low river water and wind that stirred up the water in the river. All water numbers were in the optimal ranges. There have been many manual chemical adjustments during the month.

Gene spoke to the board about going to a contract operator. He advised that two board members and two water users met for a meeting. They determined that it made sense to move forward with looking into having a contract operator. He said there were two reasons to proceed with this process. One was system security and the second was cost savings. He advised that having a contract operator would alleviate the stress of not having a backup operator. Cost for Bob Hansen on a good month would be $3,043.00. With extras gene’s estimates approximately $3,900.00. If we were to utilize Water Systems Management at $42.00 an hour the district would save money annually. It was questioned by Chris why we were using 2013 numbers to look at cost savings. It was pointed out the information did not reflect the changes the water district has instituted for 2014. Gene advised that there were many companies that the board could choose from it did not necessarily have to be Water Systems Management. He requested that the water board at least look into the possibility of using a contract company. Lou asked if the company would have the proper license to operate the water plant. Gene stated that it could be a requirement of the contract. The contract could stipulate that the person operating the plant had the proper qualifications and certifications. Lee asked if there was something that Doug has done to some of the board members to make them want to go with a full time contract operator. It was stated by a water user that the concern is the amount of money that the district is spending. It is Gene’s opinion that it would save the district $50,000.00 if the decision was made to go with a contract operator. Gene said that the next move would be to look at other companies to get their bids and compare them. Lee said that this topic would be put on the agenda for the next meeting.

Lee asked Chris about the progress of putting the minutes on the website. Chris stated that he had got the files on the computer and just needed to upload them to the website. It will be done as soon as possible.

Treasures report was read by Roland.

Panhandle checking account has $39,563.56.

Reserve account $31,681.00.

Capital improvement/ Flex account is $96,417.77.

In 2004 bank numbers were $27,342.85

In 2007 $404,260.26

In 2008 $409,200.09. This number has been decreasing since this year

Currently $159,798.00 in the bank now.

Roland stated he was not sure of the relevance.

Payroll expenses year to date increase.

2004 total $34,321.00

2008 $67,401.58

2013 111,377.92

Roland recommended to put a mileage log in the truck for tracking purposes. He would like to track mileage and fuel costs.

Roland wanted to put on the record. He believes that the imputed income for Doug to use the district truck should be reported to the IRS. He believed that the auditor would be able to tabulate that information and advise the board on how to handle the situation if needed.

Roland said that while looking though the invoices that he was not able to find receipts that supported the purchases. He found that the vast majority of the missing receipts were from the debit card.

He recommended that the board do away with the debit card completely.

He said that Doug could go to the venders and create charge accounts with them. He believes this will save time.

Roland made a motion to utilize a truck log that documents the mileage and fuel usage. To do away with the debit card. To set up charge accounts that will automatically remove sales tax from the purchase. To keep receipts as part of his purchase history.

Seconded by Gene, all were in favor.

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

A questions was asked to find out why there has been no receipt kept for the debit card.

A question was asked about term limits. It was explained as it was written in the ordinances.

A request was made by a water user that we put in new business the FLSA legal report with Gene’s report on the need for a contract operator, and the need to contact a labor lawyer.

A question was asked by a water user. What kind of information will be gathered for the Dan Benson situation? Chris advised that there were three questions at this time. One, how many homes are in the Laclede Water District with no fire protection from Westside Fire? Two, what is Dan Benson’s water pressure at his home? Three, Is it Westside fires decision to not cover that home or did the Laclede water district make that decision.

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