**Laclede Water District Date: Nov 11, 2015**

**Roll Call:**

Board Members present were: Roland Harter, Chris Giese and Gene Courtney.

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

A motion was made to approve the October minutes by Gene, 2nd by Roland. All were in favor, motion carried

**Old Business:**

Open position on the board – There are now two open positions on the board. Paul Horgan has given a verbal resignation from the board. Pauls resignation will be accepted when a written resignation letter is received. Gene has had some conversations with individuals regarding the positions.

Electronic Meter Reading – This issue is still being researched. More study needs to be done to determine if the cost is not going to be prohibitive to the Water District as well as the logistics to set a system up. Gene suggested starting this process in increments. Discussion continued regarding this option and the cost that the district might be looking at for the different systems. A decision was made to table this subject for now.

Rosinski Letter – The board re examined the water usage for Mr. Rosinski and determined that he would be eligible for a refund for one half of his usage that occurred due to the leak. Chris made a motion to follow the pattern that the board has followed in the past in regards to refunds for leaks that were fixed in a timely manner. That percentage has been 50%. Roland 2nd the motion. All were in favor, motion carried.

Another user, Mr. Morgan, who attended the meeting, also requested relief from a leak that he had discovered and repaired. Because the information as to the amount of the bill for the overage, was not received prior to the board meeting, this issue was tabled until next month so that the board would have the information needed to determine the amount of credit to apply to Mr. Morgans account. Chris made the motion to table the decision for this individual’s situation until next month’s meeting. 2nd by Roland. All were in favor, motion carried.

**New Business:**

Meters shut on/off - Discussion regarding the ability of water users to turn the water off or on at their meter. Previously users were asked to contact the water district in order to have their water turned on/off at the meter. The board would like the water users to be able to turn the water on/off themselves and a procedure needs to be made in regards to what steps need to be taken and recorded. It was decided that this subject would be included with the ordinance review that the committee created for this purpose, will be doing.

Late Fees – Currently late fees are charged on any account that has an amount due at the end of each month. Some of these amounts are very small, mostly due to an error in the writing of the check. It was discussed as to whether there should be a minimum amount due before the late fee is applied and it was decided that if the balance due is less than $10.00, then the late fee will not apply. Roland made the motion to not access late fees on any balance under $10.00. 2nd by Chris. All in favor, motion passed.

Operations Report - The plant is operating well. The plant is producing about 50 thousand gallons per day. There were two leaks in the district that were repaired. The work done down at the launch ramp was completed.

**Treasurer’s Report as of Oct 31, 2015**

* Reserve Account Restricted $ 31,687.54
* Mountain West Flex account $ 122,373.48
* Checking $ 89,801.50

Roland reviewed the bills to be paid. There was some discussion about the Water Systems Management invoice. It was a little higher than normal due to the repairs that were done in the district. There was also a question regarding the cost of the meter reading. The contract states that the meter reading would be charged $2.50 per meter read. This summer there has been additional expense due to WSM having to locate some of the meters. Roland will ask the bookkeeper to look into this expense and when we can expect to start paying per meter read. Roland made a motion to pay the bills. Motion was seconded by Chris. All in favor, motion carried.

**Water User Forum:**

No discussion from the forum.

Roland made the motion to adjourn the meeting. Motion Seconded by Chris. All in favor, meeting adjourned at 6:58pm.