**Laclede Water District Date: Dec 9, 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 November minutes by Gene, 2nd by Roland. All were in favor, motion carried.

**Old Business:**

Open position on the board – There are currently two open positions on the board. Laclede resident, Sharon Alhourani has expressed an interest in joining the board.

Sandy Morgan Letter – Overage – Gene read the letter from Sandy Morgan regarding a leak that was discovered and repaired. A motion to forgive one half of the overage charge concerning this leak was made by Roland, 2nd by Chris. All were in favor, motion carried.

Clarify Water System Mngmt Invoice for September – Roland clarified that an inquiry was made to Bob Hanson regarding the billing in relation to the charge of reading meters. Mr. Hanson had stated that the charge was still per hour since they were still having trouble finding some meters but that in the spring, the district will be billed the “per meter” rate, according to the contract.

**New Business:**

Office Hours – The bookkeeper position is a part time position. Because of a schedule change with her other position, Katy has asked if her hours could be changed on Fridays from her current schedule of 9 -3, to a new schedule of 1 – 5. The board is ok with this change but Roland requested that the hours be from 1 – 6 instead to allow for any water users who work full time the opportunity to come by the office if needed, when a staff member is there. If, after a couple of months, it turns out that there is no activity after 5pm, this schedule can be looked at again. All were in favor of the change, no vote was needed.

Operations Report - The plant is operating well. The plant is producing about 50 thousand gallons per day. The EPA has changed their filing requirements for the DNR reports. Beginning December the reports will be filed thorough their website rather than by mail. The mill meter is going to be relocated. WSM will be working with the mill to assure that everything is done to specifications. All cost for the move will be covered by the mill. The district was having computer problems with the SCATA system. Gloria Fletcher came in to work on the system and managed to correct the problem. There were some minor breaks in the district that were repaired immediately.

**Treasurer’s Report as of Nov 30, 2015**

* Reserve Account Restricted $ 34,216.48
* Mountain West Flex account $ 122,389.57
* Checking $ 101,079.54

Roland reviewed the bills to be paid. Roland made a motion to pay the bills. Motion was seconded by Chris. All in favor, motion carried.

**Water User Forum:**

Sharon Alhourani asked the board about Water Systems Management. Gene explained WSM’s role in the water district and their contracted service.

The board went over the process of adding new board members with Sharon and asked her to send a letter of request to the board prior to the next meeting on January 13, 2015.

Gene made the motion to adjourn the meeting. Motion Seconded by Chris. All in favor, meeting adjourned at 6:29pm.