**Laclede Water District Date: March 23, 2022**

**Roll Call:**

Board Members present were: Gloria Fletcher, Kimberly Swank and Justin Roberts. Mike Kauffman called in to attend.

The meeting was called to order at 6.05 pm.

Gloria made a motion to approve the 2/9/22, 2/23/22 and 3/9/22 minutes, seconded by Kimberly, motion passed

**Old Business**:

Office Copier – Gloria cancelled the original copier order due to the fact it was back ordered. The new copier ordered should be here soon.

Office 365 Computer System Upgrade – Mike has had discussions with Sandpoint Computer. The costs discussed are approximately $500.00 for the initial purchase and training and a $50.00 per month fee. Gloria made a motion to approve the purchase of Microsoft 365, Kim seconded, all in favor, motion passed.

Facility Upgrade – Ongoing

**New Business:**

T-O Survey Services and Fee – A new survey will need to be done. The current survey is dated and needs to be updated. Justin made a motion to approve a letter from T-O to the DEQ to request retroactive reimbursement for the cost of the survey, Kim seconded, all in favor, motion passed.

LWD Financial Policy - The board discussed the Financial Management Policy document recommended by the DEQ. This policy was reviewed by LWD’s general council and found to be acceptable. Gloria made a motion to accept the document as the LWD financial policy required by DEQ for the drinking water loan, Kim seconded, all in favor, motion passed.

Boards Approach to Delinquent Bills – The board discussed several options and tabled the subject until ordinance review.

**Plant Operation** – All is going well, no issues.

**Treasurer’s Report as of Feb 28, 2022**

* Reserve Account Restricted $ 11,480.39
* Mountain West Flex account $ 521,352.00

- Checking $ 82,573.86

**Review/Pay the bills**- Gloria made a motion to pay the bills, Kimberly seconded, all in favor, motion passed.

**Water User Forum** – There was general discussions regarding the scada system, LID questions, growth and census data, backup systems, storage tanks, pumps and fire hydrant issues. Questions from the water users were answered by the board.

The meeting was adjourned at 7:43 pm.

**Executive Session**