

P.W.S.D. No.1 of GASCONADE CO.
MEETING MINUTER
NOVEMBER 18, 2016
5:30 p.m.

The meeting of the Public Water Supply District No. 1 was called to order by Board President Michael Garlock. In attendance were: Michael Garlock, Bob Kayser, Richard Hahn, Jean Gill. (Karl Kloster, and August Hoernschemeyer, Lagoon Committee) Excused was Jim Verhulst who was on a cruise. A motion was made by Bob Kayser to excuse Jim and seconded by Richard Hahn. All approved Employees: Richard Pierce, Loretta Heckelmann and new hire Don Burrows.

Meeting Minutes: Meeting minutes were reviewed from September 2016 and a date of the 3rd. Friday of each month at 5:30 for regular future meetings. The motion was made by Richard Hahn and seconded by Bob Kayser. All approved. October 2016 minutes were reviewed and a motion was made by Richard Hahn and seconded by Jean Gill to accept the minutes as prepared. All approved

Financials: In reviewing the financials Karl Kloster noticed an amount was added twice to the Balance Sheet which threw off the totals. A motion was made to approve the financials with correction made by our accountant Megan Krause, by Bob Kayser and seconded by Richard Hahn. All approved.

Bill Registry: After review, a motion was made by Bob Kayser and seconded by Jean Gill. All approved

Jim Verhulst was approved a second time as a Board member for District 5 Richard Hahn made a motion to accept and seconded by Bob Kayser. All approved

A motion was made by Bob Kayser and seconded by Richard Hahn, all approved. Don Burrows was approved as the Backup Water and Sewer Operator. Don is to take online training (\$198) to prepare for the Operator Test. Don will be replacing Dale Kramme as Backup Operator. Dale Kramme will no be employed by P.W.S.D. No. 1 on 11/18/2016

2017 Budget Preparation: Karl Kloster will be in charge of the LP Surcharge Budget. Jean Gill and Bob Kayser volunteered to help Loretta Heckelmann (clerk) prepare the 2017 Budget before December 16, 2016

Office Items: Rich Pierce will get with Gary Hacker about setting up a new website for P.W.S.D. Don Burrows will look into website setup as well
Surety Bond for Loretta. Loretta will call Bruce with Naught Naught to investigate further. There will be a 1% tax on our next billing cycle for water and sewer and the due date of the bills will be the 15th. Of the month the bill is due

Operations: Pump #2 at the pressure house dies on 11/14/16 and we are waiting on Jay Gallager for a price and ordering. No new connections.

August and Richard Hahn will review the tariffs, bylaws, and policy manual. They will rewrite and advise of any changes made.

Legal update of dissolution of PVSC and easement issues: August gave an updated letter (see attachment)

Transfer of DNR permit: August is working on these and should be done by next week. The meeting with DNR is to be determined

Lagoon Project: Timeline of 4-5 yrs. Don Burrows is working with Karl K on the I&I study and manholes. The raising/repairing manholes; missing manhole location; smoke testing results and future plans; water flow testing/rain event observations will try to be done by the end of this year.

The next regular Board meeting will be Friday December 16, 2016 @ 5:30 p.m.

A motion was made to adjourn meeting by Bob Kayser and seconded by Jean Gill.