

**MINUTES OF THE APRIL 15, 2014 WORK SESSION**  
**OF THE TWSD BOARD OF DIRECTORS**

Attending the meeting were Chairman Joseph Mainello, Directors Sally Watkins, Edward “Mike” Bovey, Arden Schug, and Marilyn Hatfield. There being a quorum present, the meeting was called to order by Chairman Mainello at 4:00 pm.

Saluting of the flags was accomplished.

**Approval of Agenda:** Director Schug moved to approve the agenda and Director Watkins seconded. There being no discussion, Chairman Mainello called for a vote. Directors Watkins, Bovey, Schug, and Hatfield voted aye. The motion passed.

Chairman Mainello turned over the floor to Olga Morales of the Rural Community Assistance Corporation (RCAC) who began a discussion of her water rate assessment. She stated that there needed to be a Community Work Plan which must be signed by the Chairman. She recommended TWSD develop a policy for using Reserve Funds and that TWSD needed to account for water loss. She provided an Excel worksheet which she presented in detail. There was much discussion. She will present her findings to the public on Saturday. She recommended an increase to \$4.10 (increase of seven cents) per 1,000 gallon water use and a basic water service increase to \$35.00 (increase of nine dollars). There was some discussion concerning raising the Standby fees.

**General Manager’s Report.** Moved to the end of the meeting.

**Treasurer’s Report.** Director Bovey will give his report on Saturday.

**Committee Reports.**

Budget Committee. Director Bovey will give a report on Saturday. Richard “Dick” Dysart stated that there would be a Budget Committee meeting on Thursday.

Water Rates Committee. Director Bovey will give a report on Saturday.

**New Business.**

Approval of the March 15, 2014 Regular Meeting minutes. Director Bovey moved to approve the minutes as written and dispense with reading. Director Hatfield seconded. Chairman Mainello called for a vote and Directors Watkins, Bovey, Schug, and Hatfield voted aye.

Review Action Item List. Director Schug recommended that a column be added to prioritize the list. Director Bovey said items could be prioritized with a #1, #2, or #3. There was some discussion. The General Manager will prioritize the action items and the board will review for accuracy and make changes as necessary.

Director Hatfield asked if the board had read her proposed Policy and Procedures. None of the board members had completed the review. Director Bovey asked her to include a cash flow statement every quarter. She will make the change and re-send the proposed Policy and Procedures to the board members. They will discuss this item at the next work session.

**General Manager's Report.** Ronald Wyatt, General Manager, stated that the bid for a new 300,000 gallon tank is in the newspaper. He stated that the water operators and field workers continue to look for leaks and that the water operators continue to fix them. There was some discussion concerning inactive meters. The GM stated that Olga was going to call around and see if she could find someone with high tech equipment who could help us find leaks.

Director Bovey asked what the status was of our Capital Outlay projects. The GM stated that Steven Deal is expected to be here next week to look at our projects. There was some discussion.

There was some discussion concerning changing the two resolutions to include Ronald Wyatt as a Point of Contact.

There was more discussion concerning leak detection.

There was some discussion concerning CUPPS (Check-Up Program for Small Systems). This will be on the agenda for Saturday.

Director Schug moved to go into a closed executive session to discuss personnel issues. Director Hatfield seconded. Director Bovey voted aye, Director Watkins voted aye, Director Schug voted aye, and Director Hatfield voted aye.

Chairman Mainello stated that they would have directors' remarks before going into closed session.

Set the agenda for Saturday. The secretary read the agenda items for Saturday.

**Directors' remarks.**

Director Hatfield said that she was tickled that there was participation for this meeting. She was glad that Olga had come and it was good to have a third party advisor.

Director Schug stated that this was a useful meeting and there was good participation.

Director Watkins thanked all for coming.

Director Bovey thanked all for coming and stated there were a lot of good ideas.

Dick Dysart reminded everyone that there would be a budget committee meeting on Thursday.

Chairman Mainello seconded what everyone had to say and thanked all for coming.

**The Board Members went into closed executive session.**

Director Bovey moved to come out of executive session and Director Hatfield seconded. Director Schug voted aye, Director Bovey voted aye, Director Watkins voted aye, Director Hatfield voted aye, and Chairman Mainello voted aye. The board came out of executive session.

Chairman Mainello stated that no action was taken in executive session and only personnel matters were discussed.

Director Schug made a motion to have a plan to solve the water (leak) problem and to add it to the action item list as priority #1. Director Bovey seconded. Directors Schug, Hatfield, Bovey, Watkins voted aye and the motion passed.

Chairman Mainello entertained a motion to adjourn. Director Watkins moved to adjourn and Director Hatfield seconded. Directors Watkins, Bovey, Schug, and Hatfield voted aye and the meeting was adjourned.

**Minutes Approved April 19, 2014:**

**Secretary Linda Martin**\_\_\_\_\_

**Chairman Joseph Mainello**\_\_\_\_\_