

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
REGULAR BOARD MEETING**

January 21, 2016

The Regular Meeting was called to order by Chairman Lou St. Germain at 12:10 pm at the Water District Office. Board Members present were Paul Studer, Ray Grimmert, and Sally Rottier. Staff members present were Grant Cooper and Amy Belch. Ms. Hume was absent.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

No Public

4. Reading of December 2015 Work Session & Regular Board Meeting & Special Board Meeting

Ms. Rottier made a motion to accept the minutes as presented. Mr. Grimmert seconded the motion. Motion Carried.

5. Treasure's Report for November 2015 and December 2015

Mr. Studer reports Treasure's Report for November 2015 Income is 44.1%, Investment income is 51.0%, Property Taxes is 58.2%, Total Income is 50.2, Payroll is 35.8%, Operations is 38.7%, Travel is 31.6%, and Capital Outlay is 17.3%. Mr. Studer reports Treasure's Report for December 2015 Income is 51.4%, Investment Income is 93.3%, Property Taxes is 66.2%, Total Income is 58.5%, Payroll Expense is 44.4%, Operations is 45.9%, Travel is 31.6%, and Capital Outlay 17.3%. Mr. Studer states Capital outlay will reflect 8-021 sub-account for Snow Well project next month Treasure Report. Mr. Cooper will start gathering data on Elk Project bid with the installation in July 2016. Mr. Studer reports APS has one extra payment from last fiscal year that was paid in this fiscal year putting F.L. over at this time. Mr. Studer also added with Mr. Cooper's actions on the Wells and Energy Saving, APS bill has dropped significantly since August 2015 and might put F.L. on track for this Fiscal Year.

6. On-Site Manager's Report for December 2015

Mr. Cooper reports 874 customers with no customer issues. Ms. Kight has 115 hours remaining as of 12/31/2015. Ms. Kight has signed her resignation paper and her last day will be February 4, 2016. Ms. Irwin has advised Mr. Cooper F.L.D.W.I.D can longer pay employees medical insurance straight to the Health Care Provider it has to be paid to the Employee themselves through payroll or a check. Mr. Cooper reports the delinquent is at \$3348.42 compared to \$3600.00 last month. Mr. Cooper has completed the APS transition to off peak hours and has updated F.L.D.W.I.D point of contact with APS. Mr. Cooper reports Capital Account was closed in December 2015 and the funds were transferred to National Bank Checking account. Mr. Cooper states F.L.D.W.I.D is updating their signature card for National Bank. Mr. Cooper reports broken pipe in front of Library is fixed just needs to be back filled. Mr. Cooper and Mr. Morehead spent a lot of time during the snow storm helping the community. Mr. Cooper reports new valves on order and should arrive Mid-February. APS energy Audit was January 12 & 13. New phone system ordered and installed. Mr. Cooper reports total water distributed was 1,736,041 and total estimated 100,000 from Rim Road leak.

7. New Business

Discussion and Possible Decision for Construction Equipment

Mr. Studer suggested Mr. Cooper purchase 2 plates for Construction Equipment. Mr. St. Germain suggest he look around for the cheapest pricing on plates. No motion was made since the plates are under the \$2000.00 limit.

Discussion and Possible Decision of Health Plan for Employee's

Mr. Studer made a motion for F.L.D.W.I.D to pay Health Insurance Compensation for employee's and family members to meet the affordable health through employee's paychecks. Mr. Studer made a motion that employee's family members would not be covered for Vision or Dental any longer. Mr. Grimmatt seconded the motion. Motion Carried.

Discussion and Possible Decision Audit Report and Financial Signer

Ms. Rottier made a motion to have Mr. Cooper and Mr. Studer to be the signee for the Audit report and table Audit report until further review. Mr. Grimmatt seconded. Motion Carried.

8. Old Business

Discussion and Possible Decision of Capital Equipment

Mr. Studer made a motion to bill flow meters to Outside maintenance and adjust Capital Outlay on Treasure's Report to read accordingly. Mr. Grimmatt seconded the motion. Motion Carried.

Discussion and Possible Decision of Rules and Regulations

Mr. Studer made a motion to accept the changes to the Rules and Regulations according to the discussion in the Work Session. Mr. Grimmatt seconded the motion. Motion Carried.

Discussion and Possible Decision of Policy and Procedures

Ms. Rottier made a motion to accept the changes to the Policy and Procedures according to the discussion in the work session. Mr. Grimmatt seconded the motion. Motion Carried.

Manager to Board

Board to Manager

Mr. St. Germain called for a motion to close the Board Meeting. Ms. Rottier made the motion. Mr. Studer seconded the motion and it carried. Meeting closed at 12:50pm

FOREST LAKES D.W.I.D.

Minutes by:
Amy Belch

Minutes Approved:

Lou St. Germain, Chairman

Sally Rottier, Secretary

Date