

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

December 17, 2020

The Regular Meeting was called to order by Chairman Mr. Lou St. Germain at 11:04 am. Board Members present Paul Studer and Bryan Hawk. Present Via Telecomm Sally Rottier and Mary Hume. Staff member present was Grant Cooper and Amy Belch.

**1. Call Meeting to Order**

**2. Pledge of Allegiance**

**3. Call to the Public**

No Public

**4. Reading of November 2020 Work Session and Board Meeting Minutes**

Ms. Hume made a motion to accept the minutes as printed. Mr. Hawk seconded the motion. Motion carried.

**5. Treasure's Report for November 2020 Profit and Loss, Bank Balance, and Cash Flow Report**

Mr. Studer reports service income plus 14.4%, water usage is 62.4%, and unbudgeted income totals \$23,666.41. Mr. Studer recommends Ms. Belch remove the word auditing from 6-060 on the profit and loss. Interest income is down 8%, and miscellaneous income is down 14.1%. Payroll is under 7.2%. Postage under 7.2%, liability insurance paid in full, membership paid in full, attorney's fee 56.5%, coalition fee up 14%, accounting and CPA is over 8.4%, engineering and SCADA 5.5%, electricity up 9%, and propane up 41% because of bulk pricing to receive the discounted rate. Bank balance is \$917,596.99 between all three accounts. Cash flow statement matches bank balance of \$917,596.99. Mr. Studer made a motion to accept treasurers report as presented. Ms. Hume seconded the motion. Motion carried.

**5. Treasure's Report June 2020 to Finalize and Approve**

Mr. Studer reports the June 2020 QuickBooks needs to be approved. Mr. Studer made a motion to accept the June 2020 final QuickBooks report. Mr. Hawk seconded the motion. Motion carried.

Mr. Studer made a motion to send out the check to Mr. Brimhall for the engineering of the Main Trunk Line Project. Mr. Hawk seconded the motion. Motion carried.

**6. On-Site Manager's Report for October 2020**

Mr. Cooper reports 900 customers and no customer issues. Delinquents total \$507.66. Customers receiving their bills by email is 265. Credit card rewards total \$247.72. Mr. Cooper suggest reviewing the credit card fee, delinquent fee, and transfer fee next board meeting.

Mr. Cooper has been working with Mr. Brimhall over the phone from Painted Sky Engineering about the Main Line Highway 260 Project. Mr. Cooper reports a delay because Mr. Brimhall was diagnosed with COVID-19.

Mr. Cooper states Mr. Brimhall will send over the plans to ADOT. Once ADOT can look over the plans, all involved will try to schedule a meeting. Mr. Cooper reports no permits needed from Coconino County for the Main Line Highway 260 project.

**New Business**

**Discussion and Possible Decision of Acknowledgement of Operations and Customer Service**

Mr. St. Germain recommends giving Mr. Cooper \$3600.00 for him and his employees as an acknowledgement of operations and customer service. Mr. Hawk made a motion for Mr. Cooper to divide \$3600.00 on how he sees fit. Ms. Hume seconded the motion. Motion carried.

**Discussion and Possible Decision of Little Colorado River Coalition**

**A) Copy of Document Signed by Forest Lakes DWID**

**B) Lawyer – Exit Coalition Discussion**

Mr. St. Germain made a motion to table. Mr. Studer seconded the motion. Motion tabled.

**Old Business**

**Discussion and Possible Decision of Fiber Optic Lines**

Mr. Studer recommends Mr. Cooper get answers to firewall warranty pricing, if need replacement parts on firewall is it of equivalent value, installation cost of firewall, installation of fiber optic, and the monthly fee from

Smart Systems. Mr. Studer made a motion to table until next meeting. Mr. Hawk seconded the motion. Motion tabled.

**Manager to Board  
Board to Manager**

Mr. St. Germain called for a motion to close the Board Meeting. Ms. Hume made the motion. Mr. Studer seconded the motion and it carried. Meeting closed at 12:15 pm.

FOREST LAKES D.W.I.D.

Minutes by:  
Amy Belch

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Lou St. Germain, Chairman of the Board

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Sally Rottier, Secretary

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Date

DRAFT