

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

February 19, 2015

1. The Regular Meeting was called to order by Chairman Lou St. Germain at 11:00am at the Water District Office. Board Members present were, Mary Hume, Paul Studer, and Barb Purtymun. Staff members present were Cheryl Kight, Amy Belch and Grant Cooper.
2. **Call to the Public**
Mr. Hume and Ms. Rottier was present.
3. **Appointing of a Board Member**
Ms. Rottier was born and raised in Northern Wisconsin. Ms. Rottier moved to Alaska during her working career. She worked as a workers compensation underwriter in Anchorage. She is committed to be on the water district board and very eager to learn. Ms. Rottier has a son out in Pennsylvania and a 12 year old granddaughter. Ms. Rottier is a full-time resident. Ms. Hume made a motion to appoint Ms. Rottier as Secretary. Ms. Purtymun seconded the motion and the motion passed.
4. **Election of Officer's**
Ms. Hume made a motion to elect Ms. Rottier as new officer to replace Mr. Hunter. Ms. Purtymun seconded the motion and the motion passed. Mr. Studer nominated Ms. Hume to be Vice Chairman and Ms. Rottier to be secretary. Ms. Purtymun seconded the motion and the motion passed.
4. **Oath of Office for Board members and Staff**
Ms. Rottier read the Oath of Office.
6. **Reading of January 15, 2015 Work Session and Regular Board Meeting**
Mr. Studer made a motion to accept the minutes of January 15, 2015 Work Session and Regular board meeting minutes. Ms. Hume seconded the motion and the motion passed.
7. **Treasure's Report for January 2015**
Mr. Studer reported on the Treasure's report. Service Income is at 66.7%. Investment Income is at 101.5%. Taxes is at 65.0%. Total Income is 66.1%. Payroll expense is at 11% over but that will come back in line through the next couple months. Operations is at 56.0%. Travel is at 32.7%. Capital Outlay is at 50.8%. Total expense is at 54.3%. Insurance is under by \$14,000.00. Mr. Studer believes the budget is right on track for the year. Ms. Hume made a motion to approve the Treasure's Report. Ms. Purtymun seconded the motion and the motion passed.
8. **On-Site Manager's Report**
Mr. Cooper reports we have 870 customers and we are getting a new commercial customer. New services were paid by check for lot #914. There are no customer issues to report at this time. There are 46 customer's with potential leak issues. Mr. Cooper reports we have 50 delinquent customers and out of the 50, 16 are 90 days past due. The office personnel have been in contact with the customer's and some have made arrangements to catch up. Mr. Cooper reports that Ms. Belch has completed her Quick Books training and she is ready to start using her training. Mr. Cooper states that they had some pressure issues that caused some customers water heaters to pop. The customers with pressure have been resolved. Snow Well is off-line right now. Equipment issues is only the Snow Well. Unaccountable water is at 170,024 gallons some of that has to do with the issue of the Snow Well. APS cost of January was \$2789.27. Water pumped was 734,673 gallons. Cost to pump gallon of water is .003 percent of a cent.

9. New Business

Discussion and Possible Decision of Credit Card Fees

Mr. Studer made a motion that we charge \$2.50 on credit cards under 60.00 and charge 2.68% on credit card transaction over \$60.00. This will be effective April 1st 2015 and will be posted in the minutes, the website and in F.L.O.A Ms. Purtymun seconded the motion and the motion passed.

Discussion and Possible Decision on New Mag Meters for the Wells

Ms. Hume made a motion to table the new Mag Meter. Mr. Studer seconded the motion and the motion passed.

10. Old Business

Discussion and Possible Adoption of Resolution to Join ASRS

Discussion and Possible Decision of Adoption of Resolution to Keep Social Security

Ms. Kight reads of the new resolution of the ASRS Program. Ms. Kight read Plan for Political Subdivision Social Security Coverage and Social Security Coverage Resolution. Mr. Studer states that it will be the Chairman of the Board as the Authorized Agent. Ms. Kight reads as clerk of Forest Lakes D.W.I.D, State of Arizona, do hereby certify the fore going to be a full, true and correct copy of the resolution adopted by the Board of Directors of the Forest Lakes D.W.I.D, at a regular/ special meeting held on the 19th of February 2015, as the same appears on record in my office. Ms. Hume made a motion to accept the resolution of the ASRS Program. Ms. Purtymun seconded the motion and the motion passed. Ms. Kight reads The Forest Lakes D.W.I.D, a political Subdivision of the State of Arizona, hereinafter designated Political Subdivision, in accordance with a duly adopted resolution of its governing body on February 19, 2015 a certified copy of which is attached hereto and incorporated by reference herein, hereby submits its Plan to the Arizona State Retirement System, hereinafter designated State Agency, to include all services performed by each of the eligible employees of Political Subdivision under the Old Age, Survivor, Disability and Health Insurance System established by Title II of the Federal Social Security Act, as amended, in conformity with Section 218 thereof and implemented by Title 38, Chapter 5, Article 1, Arizona Revised Statutes, and applicable Federal and State regulations thereunder. Mr. Studer made a motion to keep all employee's on Social Security. Ms. Hume seconded the motion and the motion passed.

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 passed. Meeting closed at 11:55 am.

FOREST LAKES D.W.I.D.

Minutes by:
Amy Belch

Minutes Approved:

Lou St. Germain, Chairman

Sally Rottier, Secretary

Date