

FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
REGULAR BOARD MEETING
September 21, 2017

The Regular Meeting was called to order by Chairman Lou St. Germain at 11:00 am at the Water District Office. Board Members present were Mary Hume, Sally Rottier, and Ray Grimmert. Mr. Studer was absent. Staff members present were Amy Belch. Mr. Cooper was absent.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

No Public

4. Reading of August 2017 Work Session and Regular Board Meeting Minutes.

Ms. Rottier made a motion to accept the minutes as written. Mr. Grimmert seconded the motion. Motion carried.

5. Treasure's Report for August 2017

Ms. Belch reports service income 21.6% with a new line item showing the credit card fee, taxes 3.12%, wages 13.05%, operations 18.34%, travel 33.9% and capital outlay 0.00%. Ms. Belch states there is \$880.00 in petty cash, \$56K in checking, and \$600K in county account. Ms. Hume made a motion to accept the treasures report. Ms. Rottier seconded the motion. Motion carried.

6. On-Site Manager's Report for June 2017

Ms. Belch reports 889 customers with no customer issues. Delinquents are \$208.24. 55 customers have signed up for email billing. Ms. Irwin did the financial closing on August 15 for fiscal year 2016/2017. Grant and I did our internal audit August 18, with one finding that was corrected immediately. Ms. Belch reports the new machine for billing has arrived and was installed on August 16. CUSI completed conversion was August 30, 2017. Caselle has been notified by email that Forest Lakes DWID will no longer be using their software support. National Bank of Arizona credit card rewards is \$1018.00. Ms. Belch would like to remind Board members of Forest Lakes DWID that the annual party is October 6, 2017 at 6pm at Fargo's Steak House. Ms. Belch reports the fire hydrant line extension for the new fire station building will take place September 25 and 26th. Ms. Belch states water pumped was 3,538,656 and water used was 3,026,616 and the difference is the construction on forest service road 179 and storage tanks.

7. New Business

Discussion and Possible Decision of On Master Plan

Ms. Rottier made a motion to accept the Master Plan as printed. Ms. Hume seconded the motion. Motion carried.

Discussion and Possible Decision on Post Office Space for Rent during Winter Months

Ms. Hume made a motion for the post office to rent the open space at the water district for the middle of October 2017 to April 2017 for \$67.00 a month. Ms. Rottier seconded the motion. Motion carried.

8. Old Business

Discussion and Possible Decision on Main Trunk Line Upgrade with Painted Sky Engineering

Mr. Grimmert suggest starting at the office with the upgrade. Mr. St. Germain did not want to mandate a starting point. Ms. Hume made a motion to move forward with the upgrade to the Main Trunk Line using Painted Sky Engineering. Ms. Rottier seconded the motion. Motion carried.

Manager to Board

Board to Manager

Mr. St. Germain called for a motion to close the Board Meeting. Ms. Hume made the motion. Ms. Rottier seconded the motion and it carried. Meeting closed at 11:15 am.

FOREST LAKES D.W.I.D.

Minutes by:
Amy Belch

Minutes Approved:

Lou St. Germain, Chairman

Sally Rottier, Secretary

Date

DRAFT