

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

January 16, 2020

The Regular Meeting was called to order by Chairman Mr. St. Germain at 11:11 am at the Water District Office. Board Members present were Sally Rottier, Ray Grimmatt, and Paul Studer. Staff member present was Grant Cooper and Amy Belch. Mary Hume via telecom.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

No Public

4. Reading of December 19, 2019 Work Session and Board Meeting Minutes

Ms. Rottier made a motion to accept the minutes as printed. Mr. Grimmatt seconded the motion. Motion carried.

5. Treasure's Report for December 2019 and Bank Balance

Mr. Studer reports service income is up by 10%, FLDWID received \$25K in property tax last month, overall income is 87.93%. payroll is 50.04%, deferred comp is 41.5% and ASRS is 54.54%. Payroll expense is 49.65%. Operations is 57.81% with three-line items paid in full. Travel is under at 9.46% and capital outlay is 39.77%. Ms. Rottier made a motion to except the Treasures report. Mr. Grimmatt seconded the motion. Motion carried.

6. On-Site Manager's Report for December 2019

Mr. Cooper reports 892 with one customer not understanding the winter turn off program. Board has decided not to charge the \$50.00 turn back on fee. Email billing is at 233. Credit card rebates total \$1725.76. RWAA conference is March 10, 11, and 12 please sign up with Ms. Belch Prior to February 7, 2020. Pumped water totaled 1,169,357 customers metered 1, 058,813 and unaccountable wazer totaled 110,544. Mr. Cooper met with Mr. Mark Gardiner from Apache Underground and Excavating, LLC. and Mr. Doug Brimhall with Painted Sky Engineering. Mr. Cooper is waiting for Apache Underground and Excavating LLC. to submit the bid to the bonding company. Mr. Cooper is working closely with Mr. Paul Guelpa and will keep all FLDWID Board Members informed.

New Business

Discussion and Possible Decision of Internal Policies and Procedures

Mr. Studer made a motion to accept the documents with the changes disgusted. Mr. Grimmatt seconded the motion. Motion carried.

Discussion and Possible Decision of Rules and Regulations

Mr. Studer made a motion to accept the documents with the changes disgusted. Mr. Grimmatt seconded the motion. Motion carried.

Discussion and Possible Decision of Emergency Plan

Mr. Studer made a motion to accept the documents with the changes disgusted. Mr. Grimmatt seconded the motion. Motion carried.

Discussion and Possible Decision of Capital Equipment Updates

Mr. Studer made a motion to accept the documents with the changes disgusted. Mr. Grimmatt seconded the motion. Motion carried.

Discussion and Possible Decision of Master Plan

Ms. Rottier made a motion to table. Mr. Grimmatt seconded. Motion tabled.

Manager to Board
Board to Manager

Mr. Studer suggest FLDWID to work with the contractor on the Main Trunk Line Project April 2020, but willing to compromise the start date depending on weather. Mr. Studer also recommends any time spent on the project that time and material get documented.

Mr. St. Germain called for a motion to close the Board Meeting. Ms. Rottier made the motion. Mr. Grimmatt seconded the motion and it carried. Meeting closed at 12:10 pm.

FOREST LAKES D.W.I.D.

Minutes by:
Amy Belch



Lou St. Germain, Chairman of the Board



Sally Rottier, Secretary



Date