

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

October 17, 2019

The Regular Meeting was called to order by Chairman Mr. St. Germain at 11:00 am at the Water District Office. Board Members present were Mary Hume, Sally Rottier, Ray Grimmett, and Paul Studer. Staff member present was Amy Belch. Mr. Cooper was out in the field on an emergency.

**1. Call Meeting to Order**

**2. Pledge of Allegiance**

**3. Call to the Public**

No Public

**4. Reading of September 19, 2019 Board Meeting and September 23, 2019 Special Regular Board Meeting Minutes**

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

**5. Treasure's Report for June, July, August, and September 2019 Profit and Loss, Bank Balance, and CPA Closing Financials**

Mr. Studer reports the treasure's report for July and August are revised with the auditor's cash carry over. Audit cash carry over is \$772,729.62. June 2019 report reflects Ms. Irwin's findings and the report is also in the packet. Mr. Studer states the results; minus \$479.46 in water usage adjusted to actuals, plus \$225.11 in property tax, minus \$851.28 in wages, and plus \$2.28 for depreciation. September 2019 treasure report reflects \$3050.000 for new customer, service income is at 34.13% including the LCR fee. Payroll is down 1%, total income is down 5%, operation is over 7%, and capital outlay will reflect a correction next month of \$61k. The expense number in the budget remains the same. Bank balance is \$527,505.51.

Mr. Studer asked for a motion to accept treasure report as presented if there are no questions. Ms. Rottier made a motion to accept treasure report. Ms. Hume seconded the motion. Motion carried.

**6. On-Site Manager's Report for September 2019**

Mr. St. Germain reports 892 customers with \$990.22 in delinquents. Email billing is up to 231 customers. Ms. Belch reported about the glitch with CUSI in the work session. Mr. St. Germain states CUSI and Badger Meter are still working on the upgrade to Beacon Software. Smart Systems has completed the upgrade from windows 7 to windows 10. Water pumped 5.5 million, customer metered 4.9 million, construction water 371,449, and unaccountable water 200,000. Average for the 3 months is 2.35%.

**New Business**

**Discussion and Possible Decision on CUSI Email Billing from September 2019**

No Action Required

**Discussion and Possible Decision of Property Tax Through the County**

No Action Required

**Old Business**

**Discussion and Possible Decision of Construction in Progress Timeline**

Mr. St. Germain made a motion to table. Ms. Hume seconded. Motion tabled.

**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 11:17 am.

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

11-21-2019  
Date