

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT  
WORK SESSION  
February 16, 2023**

The Forest Lakes DWID Work Session called to order by Chairman Joe Taylor at 10:08 am at The Water District Office. Present were Board Member: Lou St. Germain and Bryan Hawk. Staff member present Grant Cooper and Amy Belch. Joe Taylor and Mary Hume via telephone. Paul Studer was absent.

**1. Discussion and Review of a Three Month Leave of Absence/Resignation Requested by a Current Board Member: Rules and Regulations attached, Article III, Section 4, and Section 5**

Mr. Taylor received a letter from Mr. Studer requesting a three month leave of absences or accept his resignation. Mr. Taylor recommends a three month leave of absences with no participation during the 90 days. Mr. St. Germain recommendation is three months leave of absences and redefine treasures position during the 90 days. Ms. Hume agrees with the leave of absences and Mr. Taylor covering treasures position in the meantime. Mr. hawk agrees on the 90 days starting from today with no participation and Mr. Taylor acting as treasurer for FLDWID. Mr. Taylor referred to Rules and Regulations Article III, Section 4, and Section 5, that are highlighted in your packet. It states "A Director may hold more than one position at a time, except the Secretary and Treasurer position shall not be held by the same person at the same time" and "Vacancies on the Board of Directors caused by any event other than the termination of the normal four-year term, shall be filled by appointment by the Board of Directors. The new Director will complete the remaining term of the vacated position. In the event that such vacancy results in the loss of an officer, the Board of Directors shall appoint a new officer to complete the remaining term of the vacated officer position."

**2. Discussion and Review of Temporary Position or Open Position on FLDWID Board**

Discussed in agenda item 1.

**3. Discussion and Review of Rules and regulations Regarding Leaks During Winter and Equipment Use**

Mr. Cooper reports a very low number of customers used the winter turn off program this year. Now customers are calling in at a high volume wanting the water company to turn our valve, the Rules and Regulations clearly state they should have a control valve six feet away from city pit but no further away than ten feet. Some customers have been on leak list and should have resolved this issue prior to snow. Mr. Cooper recommends having a fee if there is equipment involved and during winter months, and a different fee during the summer months. Mr. St. Germain suggest to Mr. Cooper bring 3-4 cases to next board meeting and we can review fee schedule. Mr. St. Germain recommends adding Rules and Regulations and Fee Schedule to next agenda.

**4. Discussion and Review of Post Office Location**

Ms. Cooper states the sketch of Post Office is designed every square is a foot. Front door and mailboxes will be the post office secured door. Above the mailboxes will be secured as well. Mr. Taylor recommends having an exit out the front door and back in case of an emergency. Ms. Cooper reports Mr. Waroff will help secure the space above mailboxes.

**5. Discussion and Review of Old Truck**

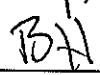
Mr. Taylor spoke with other agencies, and we would have to sell on our own. Mr. Cooper states the truck is buried in the snow and FLDWID should wait for springtime. In the meantime, Ms. Belch has a connection at a salvage yard and will send pictures.

Mr. Joe Taylor closed the meeting at 10:58 am.

Forest Lakes DWID

Minutes By: Amy Belch

  
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Joe Taylor, Chairman of the Board

  
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Bryan Hawk, Secretary

  
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Date