

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT  
WORK SESSION  
September 17, 2020**

The Forest Lakes DWID Work Session was called to order by Chairman Lou St. Germain 10:30 am at The Water District Office. Present were Board Members: Paul Studer, Mary Hume, and Sally Rottier. Staff member present Amy Belch. Grant Cooper was absent.

**1. Discussion of Vacancy of Board Member for Forest Lakes Domestic Water Improvement District**

Mr. St. Germain stated Mr. Grimmett put in his resignation September 1, 2020 after property was not removed from the FLDWID property. Mr. Morehead removed property from FLDWID on September 3<sup>rd</sup>. There is not a policy stating that employees cannot have personal property on the districts property.

Mr. Studer had spoken to a gentleman about the open board position. The gentlemen declined. Ms. Rottier suggested 5 names for the open board position. Mr. St. Germain will speak to the 5 people. The open board position is a 2-year commitment.

**2. Discussion of Policy and Procedures Regarding on Call Designee**

Mr. Morehead suggested to Mr. St. Germain that he will stay at the district from time to time during the winter when Forest Lakes is forecasted for bad weather. In policy and procedure's, it states the designee person must be within 2 hours of the district.

Mr. St. Germain suggest next review of policy and procedure adding that "The Operation Manager can make a decision about Forest Lakes DWID property with follow up to FLDWID Board Members with an email of the decision". Ms. Hume stated communication is key between the Operations Manager and Board Members. Ms. Rottier stated that it is a benefit to the district with Mr. Morehead staying on the property during bad weather in winter months.

**3. Discussion of Post Office Moving to Conference Room at Forest lakes Domestic Water Improvement District Office in Mid-October**

Ms. Rottier suggest the Post Office move into the Forest Lakes Domestic Water Improvement District during the winter months as a service to the community. Mr. Studer suggest rent for the Post Office to the FLDWID be the same a last year. Mr. St. Germain request a copy of Postal Insurance.

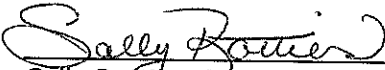
**4. Discussion of Snow Well**

Ms. Belch stated Mr. Cooper is waiting on response for Snow Well, recommended to table until next board meeting.

Mr. St. Germain Closed meeting at 11:20 am.

Forest Lakes DWID  
Minutes By: Amy Belch

  
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Lou St. Germain, Chairman of the Board

  
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Sally Rottier, Secretary

10-21-2020  
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Date