

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
WORK SESSION**

May 19, 2016

The Forest Lakes DWID Work Session was called to order by Chairman Lou St. Germain at 10:00 am at The Water District Office. Present were Board Members: Paul Studer, Sally Rottier, Mary Hume, and Ray Grimmatt. Staff Members present were Grant Cooper and Amy Belch.

1. Discussion of Arsenic Treatment Plant

Mr. Cooper reports the target number is 10 for the Arsenic Treatment to report to ADEQ. On May 5, 2016 the arsenic read came back at 100. Mr. Cooper states Mohave Lab called and updated FLDWID on the findings. Mohave Labs also informed Mr. Cooper that they will not be sending in the results to ADEQ since you only have to report the reads quarterly. Mr. Cooper and Mr. Morehead have worked hard on finding the cause of the problem. Mr. Cooper reports all chambers were cleaned and the refilling of the Snow Well pump from the bottom could have caused the problem. Mr. Cooper has drained the Snow Well 24 hours a day 5 days a week and the current read from the Snow Well is down to 30. Mr. Cooper states he will continue draining the Snow Well until the middle of June to get the number close to 10 since the Arsenic Readings are due July 2016 to ADEQ.

2. Discussion of Models by Toggles

Models by Toggles is a program committed to help Companies with asset management program, 5 year plan on Software Program, Utility Rate Analysis, and Work Platform. Mr. Cooper states anyone coming into FLDWID would have knowledge of past, present, and future operations. The program will pie chart everything from inventory to past and present projects. Mr. Cooper reports it's a big brother program. Mr. St. Germain concern is to purchase the program and the program not be used to its fullest. Mr. Cooper states he is fully committed to the program. Mr. Cooper reports the cost is \$580.00 a year and Mr. Cooper will contact Models by Toggles and set up a presentation.

3. Discussion of Group Health Insurance Policy

Mr. St. Germain states Mr. Studer has put in a lot of time into Health Insurance Policy. Mr. Studer Reports in 2010-2011 Health Insurance was \$50,000, in 2012-2013 Health Insurance was \$61,172, and from 2013 to 2015 Health Insurance was \$59,000 for each year. Mr. Studer reports in January FLDWID could not pay for employee's Health Care directly to the insurance company, adopting to pay employee's with a non-standard bonus has driven up the cost to FLDWID. Mr. Studer recommendation is to adopt Blue Cross Blue Shield Silver plan for full-time employee's working 40 hours and the immediate family members. Blue Cross Blue Shield rate for both full-time employees and immediate family is \$37,819.00 a year. FLDWID will not cover immediate family members dental or vision but employees can elect to pay additional to add immediate family to dental and vision. Mr. Studer states prior Policy and Procedure states to cover any full-time employee. Mr. Studer recommends paying Ms. Belch a non-standard raise of \$2.56 an hour saving the company over \$2000 in health insurance cost.

4. Discussion of Policy and Procedures

Mr. Studer suggest changing Policy and Procedures to cover medical for 40 hour a week full-time employees and immediate family members from BCBS Silver Plan, Covering only employees vision and dental.

5. Discussion of ASRS

Mr. Cooper reports ASRS is approved and will be effective June 1, 2016. A representative will contact FLDWID to set up payroll and FLDWID contribution to the program. Mr. Studer reports a buyback for employees into the ASRS program was \$76,000. FLDWID would not consider the option.

6. Discussion of Preliminary Budget for fiscal Year 2016-2017

Mr. Cooper reports on the Preliminary Budget for Fiscal Year 2016-2017. Mr. Cooper suggest all board members look over the budget and please make any comments or suggestions prior to next month's finalizing the budget. Mr. Studer states the actuals will be closer to budget number being that FLDWID will have more data to input into preliminary budget. Mr. St. Germain states the property tax is low compared to project for Fiscal Year 2015-2016. Mr. Cooper states looking at past property tax roughly \$40,000 came in the months of April, May, and June last year. Ms. Belch will keep Mr. Cooper

updated on any new property tax income. Mr. St. Germain reports the Coalition Attorney's Fee are forecasted to go down by 2% June 2016. Mr. St. Germain reports FLDWID has never had a contract with Brown and Brown Law Office for the Coalition Fee's. Mr. St. Germain received a document to sign because the Native's and the Courts are looking to come to a resolution of water. The issue has been going on for 30 years and could proceed for another decayed. Mr. St. Germain reports Brown and Brown Law office have hired other Attorney's to help with the litigation. Mr. St. Germain suggest all board members read the packet that was sent by Brown and Brown Law Office. Mr. Studer recommends holding the Attorney Coalition fee budget for \$12,500. Mr. Studer reports Ms. Belch moved Dewalt into Engineering- SCADA Support from Computer Support and Ms. Belch moved CPA from Other Professional Services to Accounting – Auditing in preliminary budget. Ms. Rottier has a contract from Saunders Auditors cancelling the contract with them being \$500.00. Mr. St. Germain suggest getting a correct number for the Auditors and send a letter to the Auditors cancelling the Audit for 2015-2016.

Mr. Lou St. Germain Closed meeting at 11:05 am.

Forest Lakes DWID
Minutes by: Amy Belch
Minutes approved: FLDWID

Lou St. Germain, Chairman

Sally Rottier, Secretary

Date