Swancreek Water District Board

Teleconference Meeting Minutes

DATE	May 28, 2020
6:30 PM	Trustee Albert called the Meeting to Order Roll Call Attendance: All Board members were present on the Teleconference Meeting. Also present were Tina Whalen and Cindy Fowler. Motion was made by Trustee Walker, seconded by Trustee Brunner to approve the regular meeting minutes from May 14, 2020. Motion carried unanimously. Minutes will be signed at a later date.
Public Forum	No public called into the Teleconference Meeting
Administrative	**Resolution(s) 2020-16** will be reviewed and signed by the Board at a later date. Details of this resolution can be found in the May 14, 2020 meeting minutes **Fund Summary Report** was e-mailed to the Board for review. **Hydrant Meters** – Tina informed the Board that she recently ordered two new hydrant meters for the following reasons: 1) Tom has one in his van, there was one in the maintenance garage that Tom replaced the backflow on last year, and there is one that is tagged to be scrapped. 2) Aarons' Water Hauling called the office and asked to swap out the older meter they have because it is not working and they don't know what the issue is. This would have left the District with only one on hand that Tom uses when someone requests to fill their pool from a hydrant in their yard. 3) We need one on hand if Doug Keil calls and wants a meter hooked up to a hydrant that is on one of his farm ground parcels. 4) Tina received a call from Terry of Expercon asking about using water for construction to the Wabash-Cannonball Trail. She emailed him the application for hydrant meter request and told him that an $800 deposit is required and the charge per 1,000 gallons is $8.26. **Checks** – Tina informed the Board that Trustee Fowler would be out of town for a week and that she would need someone to sign checks next week. Trustee Albert said he would take care of it.
Treasurer	**Resolution for Payment of Bills** – Trustee Fowler reported that he has reviewed the bills and had no issues. **Resolution 2020-17** was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of $17,153.92. Roll Call was done and Motion carried unanimously. **Trailer Park Status** – Tina reported that the Trailer Park has paid their bill in full on time.
Water Board Trustees' Report(s)	Trustee Brunner mentioned that Bob Latta, will be attending the virtural meeting that Fulton County Economic Development will be hosting on June 2nd at 8:00 am.
Inspector's Report	Tom was not able not available.

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Old Business	**Update on Late Fees during COVID-19 Pandemic** – Tina updated the Board that all the past due accounts have been paid. **Insurance Renewal** – Tina told the Board that she has been reviewing the insurance renewal and proposal will be ready before their July 9th meeting. She asked if anyone had any questions or concerns regarding this. Trustee Mitchell had some questions regarding the increase in cost and wanted to know if there had been any claims filed. Tina said that she does not have the proposal yet. Trustee Fowler mentioned the claim for the lawsuit and said The District has always received fair proposals with good coverage. Tina told Lenny that she would email him the premium costs from the last few years. Trustee Walker asked if we needed any additional coverage to cover the new computers and meter reading system. Tina said that she believed there was enough coverage for these items, but would review to be sure. Trustee Walker also said he thought there was claim for a damaged hydrant before. Tina said that she only recalls claims for damaged hydrants that were covered by the other party's insurance company. There was discussion regarding the hydrant that was hit on CR 2 and then came up missing. Tina said she recalls filing a police report but does not recall a claim through our insurance company. She will research and let the Board know what the details were.
New Business	**Township Open Meeting Procedure & Meeting Room Set-Up** Tina provided the Board with the overview of the Townships new meeting procedures. Masks and hand sanitizer are available. Trustee Albert would like to give it a week to see how things are before deciding how the next meeting will be held. **Training** – Tina told the Board that they will be doing meter readings on Monday, June 1st and will be doing their second round of training for the new web-based billing on June 2nd and 3rd.
Motion for Adjournment	At 7:05 P.M., Motion was made by Trustee Walker to adjourn, seconded by Trustee Fowler. Motion carried unanimously.
Upcoming Meetings	The next two regular meetings are scheduled for: Thursday, June 11, and June 25, 2020 at 6:30 pm.

SWANCREEK WATER DISTRICT BOARD

Shawn Albert

Dale Brunner

Mark Fowler

Lennox Mitchell

Randy Walker, Board Secretary