

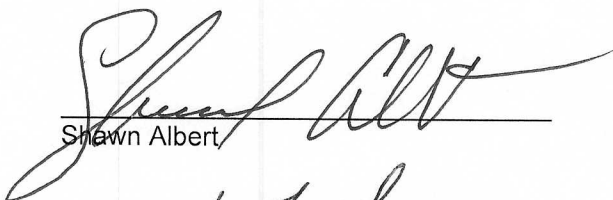
Swan Creek Water District Board Meeting Minutes

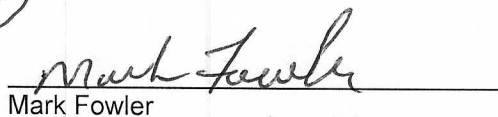
DATE	November 19, 2020
6:30 PM	<p>Trustee Albert called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Roll Call Attendance: All Board members were present for this meeting. Brad Yunker arrived at 6:43 p.m.</p>
Minutes Approval	<p>Motion was made by Trustee Fowler, seconded by Trustee Walker to approve the regular meeting minutes from October 22, 2020. Motion carried unanimously.</p>
Public Forum	<p>No public in attendance</p>
Administrative	<p>Sign Resolution(s) 28-33 from Previous Meeting(s). Details of these resolutions can be found in the September 24 and October 8, 2020 meeting minutes.</p> <p>Purchase Orders were initialed by the Board</p> <p>October's Bank & Investment Statements and Reconciliation Report were reviewed and initialed by the Board.</p> <p>Fund Summary Report was provided to the Board for review.</p> <p>November's Usage/Billing Report for Cycle 2 Only was provided to the Board for review.</p> <p>Tom & Tina's Contract up in December –Tina informed the Board that she and Tom's contracts expire in December.</p> <p>Tina stated that she was fine with her hourly rate, which has been the same for the last three years, but requested to go back to hourly. The Board was ok with the change back to hourly as long as there was a cap of 30 hours per week or 120 hours per month since she is paid monthly. At the current time she only wishes to sign a one year contract.</p> <p>Tom stated he is fine with his current pay rate and was fine with a one or two year contract.</p> <p>Tina will have the contracts ready to sign at the next meeting.</p> <p>Approval of Final Appropriations for 2020 – Tina reported that she is waiting for the County to finalize the water usage credits and will have the final appropriations and revenue budget ready for the next meeting.</p> <p>Revised Deposit Fee and Charge Schedule - Tina provided the Board with a Revised Deposit Fee and Charge Schedule. The only changes at this time is the addition of the \$100.00 fee for "posting shut-off notices to multi-dwelling units which was approved on September 10, 2020 with Resolution No. 2020-27.</p> <p>Resolution 2020-34 was motioned by Trustee Fowler, seconded by Trustee Mitchell to adopt the revised Deposit Fee and Charge Schedule.</p> <p>Roll Call was done and Motion Carried unanimously.</p>

Treasurer	<p>Resolution for Payment of Bills – Trustee Fowler reported that he has reviewed the bills and had no issues.</p> <p>Resolution 2020-35 was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of \$30,743.36. Roll Call was done and Motion carried unanimously.</p> <p>Trailer Park Status – Current balance \$1,287.01 due on 11/24/2020.</p> <p>Audit Committee Meeting – Trustee Fowler reported that he has scheduled an audit committee meeting for December 3, 2020 at 5:30 p.m. Dale Brunner cannot attend, but this was the date that Alan Raven said he would be available. Trustee Mitchell stated he is available to attend as well.</p>
Water Board Trustees' Report(s)	<p>Trustee Mitchell reported that he has calls into RCAP (Rural Community Assistant Partnership), to see if the District might qualify for some grant money. Tina suggested a different number for Trustee Mitchell to try.</p> <p>Trustee Albert stated starting in January, 2021 Trustee Mitchell will start taking over Treasurer duties, with Trustee Fowler overseeing. This will make for a smoother transition when Trustee Fowler's term expires June 2021.</p>
Inspector's Report	<p>Tom updated the Board that he is waiting for Dave's Services to schedule the installation of the new Octave Master Meters.</p> <p>Trustee Albert stated he wants a bill sent to Ziad for half of the County Road 2 and the County Road 1-2 new meter installation as well.</p> <p>Discussion was had on mileage that Ziad accumulates for required Water District Testing.</p> <p>Trustee Albert asked Tom to contact Dave's Services to work up a quote on a straight pipe installation that would connect the 2 Districts' together on CR E. He also asked Tina to contact Scott Lumbrezer to get an estimate on engineering this.</p>
Old Business	<p>EPA Contract Operators – Tina updated the Board on her conversation with a potential contract operator. Trustee Albert would like Tina to email all the potential applicants and ask them to submit their qualifications and wage requirements by January 31, 2021, including Ziad.</p> <p>Replacing CR 1-2 & 2 Master Meters – All parts are in and waiting for Dave's Services to install.</p> <p>County Estimating NEWS Usage Trustee Fowler went over Ziad's proposal for credits with the Board. After further discussion:</p> <p>Resolution 2020-36 was motioned by Trustee Fowler, seconded by Trustee Walker to accept the credit of \$23,331.29 from NEWS (Northeast Water System) for water usage since the estimating started. Roll Call was done and Motion carried unanimously.</p>
New Business	<p>2021 Meeting Schedule Discussion – The Board reviewed the tentative meeting schedule that Cindy put together for 2021. After review and discussion:</p> <p>Resolution 2020-37 was motioned by Trustee Fowler, seconded by Trustee Mitchell to water1. Roll Call Vote was done and Motion carried unanimously.</p>

Executive Session	Discuss Employee and Independent Contractor Contacts. It was decided by the Board that Executive Session was not necessary at this time.
Motion for Adjournment	At 7:37 P.M., Motion was made by Trustee Fowler to adjourn, seconded by Trustee Walker. Motion carried unanimously.
Upcoming Meetings	Last Regular Meeting of the Year: Thursday, December 17, 2020 @ 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD


Shawn Albert


Mark Fowler


Randy Walker, Board Secretary


Brad Yunker


Lennox Mitchell

ORIGINAL