

Board Meeting Minutes

December 20, 2016

Board Meeting called to order at 5:30 PM by Mike Elmore.

Present:

Mike Elmore, Wendy Shoptaw, Marla Skroch, Tom Ashmore, Jeb Miller, Ben Beseda and Tom Peachey.

Approval of Minutes and Agenda: Minutes were approved as presented, needed to add Rod Peterson as present at the last meeting.

Guests:

Ralph Browning

Public Comment:

None

Engineer of Record Report:

Discussion Items:

- 1) City Site Team Meeting: No PUD Projects were on the last meeting agenda. There have been routinely several items on the agenda for each biweekly meeting.
- 2) 2016 Projects: Asbuilts for 8th and 9th Street Project complete.
- 3) Richman Elberta Street Partitions: Two partitions will be recorded in 2016. Two additional to immediately follow in 2017.
- 4) 6th and Snipes Street Hotel: On hold due to cost concerns of the developer.
- 5) ODOT Old Highway 30 New Chenowith Creek Bridge Project: We have received project data files from ODOT. We are nearing completion of the design and will next move into specifications and development of the waterline related bid items. Meeting tomorrow for utility coordination. Final delivery package due January 6th including plans, specifications bid items and final cost estimate.
- 6) No other new projects have come up within the PUD.

Financial Report:

Marla commented that operational expense was at 60% and she was concerned that we have used to much with the time frame of the fiscal year. Jeb said he was going to clean up the line items and see where the district was at after everything was cleaned.

District Managers Report:

Jeb presented the certificate of elections to the Board. He asked if the office should keep the certificates in a safe place and Tom Peachey said yes.

Jeb said the meter packs were coming in and the dead line was January 30th.

The crew asked if we could run estimates for meter reads. Jeb said he would run estimates if the snow didn't disappear. The District has run estimates in the past.

That concluded the District Manager's report.

Old Business: None

New Business: None

Training Classes and Seminars:

SDAO yearly conference will be in February. Wendy and Ralph talked about going.

Executive Session:

Meeting went into executive session at 5:25 and got out at 5:55.

Board Comments:

Tom Ashmore made a motion to approve a pay raise for the manager to \$78,000 per year, and it was seconded by Wendy Shoptaw. Motion was approved by 3 ayes, 0 nays.

Mike Elmore thanked Tom Ashmore for being a board member for so many years.

With no further business the motion was made by Marla Skroch and seconded by Wendy Shoptaw to adjourn the meeting 3 ayes, 0 nays.

Submitted By: _____

Jeb Miller, District Manager

Approved as to content at regular meeting held September 20, 2016

By: _____

Mike Elmore, President Board of Director