

Tri City Water and Sanitary Authority

Regular Board Meeting Minutes

April 10, 2024

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday April 10, 2024.

Call to Order: Meeting was called to order by Roger at 6:30pm.

Pledge of Allegiance:

Roll Call:

The following board members were present: Roger Phillips, Brandon Legg, and Chris Dewald. Jeremy Medley and Joe Pospisil were absent.

Employees Present:

The following employees were present: Paul Wilborn, Lisa Rogers, Brian Kelly, Shane Williams, Cody Hammond and Brooke Rainwater.

Minutes:

- Chris made a motion to accept the March 13, 2024, Regular Board Meeting minutes. Brandon seconded the motion. All in favor. Motion carried.

Wastewater Treatment Plant:

Cliff Church – Cliff provided the Board with a copy of his report. The report will be a permanent part of the minutes on file.

Visitors:

Manager Report:

- **Financial Report** – Paul reported that our main source of water revenue (water sales) is about 7% over the budgeted amounts and sewer revenues are just above projections. Our expenses are in line with where we should be for the year to date.
- **Utility Shop Building Progressive Design Build** – Paul stated that the geotechnical and preliminary survey work has been completed and we are now waiting for the final reports. The

Department of State Lands has responded to our wetland use notice stating that it appears that the building isn't in the wetland area, therefore we won't need a state permit. The final reports should be available in about three weeks and afterwards, I should be able to get the planning approval for the project.

- **Health Insurance** – Paul reported that our health insurance premiums have increased to \$2279 to insure a family. Currently the district contributes \$2,100 toward our premiums. Our options are to: Increase the districts contribution, look at a less expensive policy with higher deductible and less coverage, or require the employee to cover the additional amount out of pocket. Chris made a motion to increase the district's contribution to \$2350. Brandon seconded the motion. All in favor. Motion carried.
- **Budget calendar** – Paul stated that the budget committee meeting is tentatively scheduled for May 1 unless anyone has objections. Paul will have the budgets ready for review on April 18th.
- **OSHA** – Paul reported that he has scheduled an OSHA consultation for April 25th. They will review our facilities and policies and make recommendations to improve.

Operations:

- Brian Kelly – Brian reported that it has been business as usual. He also stated that the Ozone Generator is up and running.
- Cody Hammond – Cody said that they have been working on routine maintenance, turning valves and locating and fixing some water leaks.

Board Discussion:

Old Business:

- **The Nail Set Rent** – Paul has prepared a lease agreement with the same terms as the prior one; he only changed the dates. Chris made a motion to accept the lease agreement as prepared. Brandon seconded the motion. All in favor. Motion carried.

New Business:

Items not on Agenda:

- **Public Meetings Law Rules Advisory Committee** – Roger announced that he applied to serve on the Rules Advisory Committee.

Review Monthly Bills for Payment & Adjourn: Chris made a motion to review the monthly bills and sign checks. Brandon seconded the motion. All in favor. Motion carried.

Adjournment: The meeting was adjourned at 6:48pm

Attested to by: Brooke Rainwater