

# **Tri City Water and Sanitary Authority**

## **Regular Board Meeting Minutes**

**June 12, 2024**

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday June 12, 2024.

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

### **Pledge of Allegiance:**

### **Roll Call:**

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

### **Employees Present:**

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

### **Minutes:**

- Chris made a motion to accept the May 8, 2024, Regular Board meeting minutes. Joe seconded the motion. All in favor. Motion carried.

**Budget Public Hearing:** Jeremy opened the meeting for public comment regarding the Budget at 6:33pm. There were no members of the public present, therefore, no comments.

- Chris made a motion to adopt Resolution 24-03 A Resolution adopting budget, making appropriations, and imposing taxes. Joe seconded the motion. All in favor. Motion carried.

### **Wastewater Treatment Plant:**

Cliff Church – Cliff was absent, but he 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 financials report looks good. We only have one more month left in this fiscal year, he doesn't foresee any issues.
- **Utility Shop Building Progressive Design Build** – Paul stated that we are negotiating the project to get it under the \$750K budget. So far, we have deleted the parts room, mechanics pit, and all the windows. If we don't insulate the building, we will make it under budget. This is a work in progress. We may end up terminating the award and re-bid the project as a worst-case scenario.
- **Pump Station No. 8 – Amendment #2** – Paul reported that all the long lead time materials are ordered, and the retaining wall and road are in. We won't proceed until the materials are here.
- **Bureau of Reclamation WaterSmart Grant** – Paul stated that we are dealing with a lot of red tape now. He had to set up an ASAP (Automated Standard Application for Payments) account before doing anything else. It is still in the process of getting approved. Once we complete that, we should be able to proceed with an Environmental and Cultural Review. This step could take several months.
- **Valley Booster Station Generator** – Paul stated that we received the generator but haven't ordered the transfer switch yet. We are weighing our options as to which transfer switch to get. The one we want is not yet available. He has also contacted Avista to get a natural gas service at the location.

### **Operations:**

- Brian Kelly – Brian was absent.
- Cody Hammond – Cody said that it has been business as usual. They have been working on paving, weed eating, turning valves, and routine maintenance. He also stated that we haven't received a report from the fire department on hydrants yet.

### **Board Discussion:**

#### **Old Business:**

- **Website** – Paul reported that we are still working with Systech on the website rebuild. We have run into an issue because Systech does not support the current platform our website runs on, so again it is work in progress.
- **Manager Evaluation** – Jerney reported that he has it done but had forgotten it at home. He was going to email it to Paul to send to the Board for their review.

**New Business:**

**Items not on Agenda:**

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

**Adjournment:** The meeting was adjourned at 6:44pm

**Attested to by:** Brooke Rainwater