

Tri City Water and Sanitary Authority

Regular Board Meeting Minutes

July 10, 2024

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday July 10, 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, Jeremy Medley and Joe Pospisil. Chris Dewald was absent.

Employees Present:

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

Minutes:

- Joe made a motion to accept the June 12, 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 financial report looks good at fiscal year-end. Our revenues are 110% for water sales. Insurance, postage and water plant supplies were a little higher than expected but overall expenses are well within appropriations. He also informed the board that the auditors will be here the 2nd week of August.
- **Utility Shop Building Progressive Design Build** – Paul stated that we received the Statement of Work Revision No 2 and we would need to have a motion to approve amendment No 1 for a 90%

design for \$105,476.00. Joe made a motion to approve amendment No 1. Roger seconded the motion. All in favor Motion carried.

- **Bureau of Reclamation WaterSmart Grant** – Paul stated that we are still fulfilling the pre-award requirements to receive this grant. We are currently working toward cultural and environmental assessments. Paul is also working on several other grants.
- **Delinquent Sewer Accounts Resolution No 24-04** – Paul provided the Board Resolution No 24-04, ‘A Resolution to send delinquent sewer accounts to the county to collect with property taxes.’ Joe made a motion to adopt Resolution 24-04. Roger seconded the motion. All in favor. Motion carried.

Operations:

- Brian Kelly – Brian was absent.
- Cody Hammond – Cody was absent.

Board Discussion:

Old Business:

- **Website** – Paul reported that we are still working with Systech on the website rebuild and we should hopefully have more information by the end of the week. Joe mentioned that he had noticed in the SDAO brochure that Vector Solutions has a training website that could be useful for employees and the Board. Paul said that he has used the training but isn’t sure how to make it available to the Board as well. He will check into it this month. Joe also mentioned that he saw that there is a 50/50 Safety and Security Grant available.

New Business: Joe mentioned that he had noticed in the SDAO brochure that Vector Solutions has a training website that could be useful for employees and the Board. Paul said that he has used the training but isn’t sure how to make it available to the Board as well. He will check into it this month. Joe also mentioned that he saw that there is a 50/50 Safety and Security Grant available.

Items not on Agenda:

Review Monthly Bills for Payment & Adjourn: Joe 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

<https://tricitywater.sharepoint.com/Shared Documents/Minutes/2024-2025 Minutes/Minutes 071024.docx>