

Tri City Water and Sanitary Authority

Regular Board Meeting Minutes

November 13, 2024

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday November 13, 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, Joe Pospisil, Chris Dewald, Brandon Legg and Jeremy Medley.

Employees Present:

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

Minutes:

- Chris made a motion to accept the Regular Board meeting minutes from October 9th, 2024. Joe 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:

Ashley Medley

Manager Report:

- **Financial Report** – Paul reported that the financial report is looking great. Our revenues and expenses are in line with the budget for the year.
- **Utility Shop Building Progressive Design Build** – Emery & Sons provided a guaranteed maximum price (GMP) of \$740,291 for the procurement and construction of the utility shop building. This is in addition to the current contract amount of \$105,476 used for planning and

design. The total maximum price will be \$845,767. Joe made a motion to accept the GMP of \$740,291 for procurement and construction of the utility shop building. Chris seconded the motion. All in favor. Motion carried. Chris made a motion to delegate signing authority to Paul for this contract. Joe seconded the motion. All in favor. Motion carried.

- **Angus Ln. water storage reservoir –Environmental & Cultural Statement of Work** – Paul stated that the cultural and environmental work plan has been submitted to the Bureau of Reclamation. It will take approximately two weeks for them to get everything routed and signed. Once it is approved, the archaeologist will be able to move forward with the research and field work.
- **Rules & Regulations** – Paul advised the board that he is still working on reviewing and revising the Rules and Regulations.
- **Online Service Application** – Paul stated that we recently added an online application service to our website. We have occasional customers that are unable to come into the office to physically sign up for service, so we asked Systech to design an online option.

Operations:

- Brian Kelly – Brian was absent. Paul advised the board that we recently had our Water System Survey performed and it seemed to go well. As an outstanding performer we only must have this survey performed once every 5 years.
- Cody Hammond – Cody was absent. Paul reported to the board that the crew has been working on several water leaks throughout the district along with routine maintenance.

Board Discussion:

Old Business:

New Business:

Items not on Agenda: Brooke asked whether they would like to have our annual Christmas party this year or if they would like to forgo it again. The board advised they would like the employees to have an employee lunch in place of a party.

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 6:54pm

Attested to by: Brooke Rainwater