

Tri City Water and Sanitary Authority

Regular Board Meeting Minutes

December 10, 2025

The Board of Directors of Tri City Water & Sanitary Authority met on Wednesday November 19, 2025.

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

Pledge of Allegiance:

Roll Call:

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

Employees Present:

The following employees were present: Paul Wilborn and Shane Williams

Minutes:

- Chris made a motion to accept November 19, 2025, Regular Board Meeting minutes. Joe seconded the motion. All in favor. Motion carried.

Wastewater Treatment Plant: Cliff Church was unable to attend.

Visitors: Jeff Cooley was scheduled to attend to discuss the audit but had to cancel due to a family emergency.

Manager Report:

- **Financial Report** – Paul reported that the financial report is looking good for the year to date. Our water revenues have declined during the past couple of months as expected. Sewer revenues have been stable. Expenses are in line with projections.
- **No. 8 Pump Station** – The O&M manual has been completed and approved by DEQ. We are expecting to have fencing installed within the next week. The project is substantially complete, and we are expecting a final bill soon.

- **Utility Shop Building Progressive Design Build** – Ordell is completing the window installation and finishing the soffits. They are expecting it to be done by the end of the week.
- **Angus Ln. water storage reservoir project** – Paul presented the engineers Letter of Recommendation. Midea suggested that Board of Directors acting as the Contract Review Board accept all bids and award the contract to The Saunders Company in the amount of \$1,918,828. Chris made a motion to accept all bids and award the contract to The Saunders Company in the amount of \$1,918,828. The motion passed unanimously. Joe made a motion to authorize signing authority for all contract documents to Paul Wilborn. Jeremy seconded the motion. The motion passed unanimously.
- **Valley Drive pump station** – Cummins didn't make their last appointment as their technician was ill. We are still waiting for the reschedule.
- **Liability Insurance Coverage Review** - Paul reported that our insurance premiums have steadily increased by approximately 10% each year for the past 10 years. He recommended that the Board review the necessity for the Equipment Breakdown coverage and Earthquake coverage. Paul explained that the Equipment Breakdown coverage was for sudden mechanical or electrical breakdowns and that it was his understanding that the earthquake coverage was only for items on the Property Schedule and would not cover any underground piping. The Board asked to confirm that Paul's assumptions were correct about the earthquake coverage. No decision was made.

Operations:

- Brian Kelly - No report
- Shane Williams reported that things were going well. They have been working on minor water leaks and locates. There have been no significant issues.

Board Discussion:

Old Business:

New Business:

Items not on Agenda:

- Paul stated that there was outside interest in demolishing the Nail Set building. The Board stated that they didn't want to expose the district to additional liability and that we would demolish it in-house.
- Paul advised the Board that he had heard that the Winston-Dillard Water District had their bank account compromised. He confirmed that Systech monitors our computer security.

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

Adjournment: The meeting was adjourned at 6:50 PM.

Attested to by: Paul Wilborn