



TERREBONNE DOMESTIC WATER DISTRICT

Regular Public Board Meeting

January 10th, 2023

Note: As of January 1st, 2022 all TDWD public meetings will now be available on Zoom. Information on attending can be found on the TDWD web site.

The Regular Public Board Meeting was **called to order** at 6:00 pm on January 10th, with 5 directors present: Eric Fisher, Art Tassie, Jim Wilhem, Kevin Byrne and Debbi Wilhelm. Also present was District Manager Dan Bruce. No members of the public were present.

Agenda: Eric presented the agenda to the board (see agenda).

Minutes: Minutes for the December public board meeting were reviewed by the board. (see minutes). Eric noted that he was under the impression that the board had approved buying new meters for the entire district at the December meeting. The meeting minutes reflect that the meters for Terrebonne Estates and Angus Acres were not approved in the motion. The decision was made to have Jim review the original motion and the board will revisit the December minutes at the next meeting.

Chairman's Report: Eric noted that he will be getting with Dan to prepare a list of our concerns concerning the Hwy 97 project. Eric's goal is to be able to enlist the help of County Commissioner DaBone with our dealings with ODOT.

Treasurer's Report: The current financial report was reviewed by the board, (see report). It was noted that the district is in a good financial position at this time. Also noted were several items that we will be spending funds on this year, 1. About \$400,000 for the 97th project and 2. about \$73,000 for new meters. Testing last month was high (\$2,500) due to extra testing we had to do for a special report. Debbi made a motion that the board accept the financial report and the checks as presented, seconded by Jim. All in favor, motion passed.

District Manager's Report: Dan presented his report to the board. (see report). Dan noted that we will be moving our phone service to the AT & T "First Responders" system. This will make our costs a little less and we will not lose service in case of an emergency. Art questioned if we have a plan in case of an emergency and he or Jenn are not available. Dan noted that he has

contacts with other servers in the area in case we need them. Eric asked that Dan contact Redmond emergency services to assure we can get help if we need it.

Dan informed the board that for the month of December any meter not on remote read was estimated for the month due to the snow.

Dan informed the board that the interest rate we are receiving on our cash accounts is now over 3%. This change is showing on the interest income line of our monthly statement and is running well above projection.

Business Discussed: New Meters: The board reviewed the December decision to purchase all the new meters needed with the exception of Angus Acres and Terrebonne Estates. Dan informed the board that there is a new directive coming from the EPA that requires the district to check every customer service line for lead pipe. Dan states that since we will be doing this survey anyway we could combine this process with the meter changes. The survey needs to be completed about October 2024 and Dan feels this is plenty of time for us to change the meters and do the survey. Dan noted that the price of meters has increased and may be going up again in the future. Debbi made a motion that the district purchase all the meters needed to complete the meter change, seconded by Art. All in favor, motion passed.

SDAO Conference: The board discussed sending one of our board members to the SDAO conference in SunRiver. Jim made a motion that the board made arrangements to send Kevin to the conference with Eric being a backup if needed., second by Debbi. All in favor, motion passed.

11th Street Project: Dan gathered some projections for our cost of doing the 11th street project. The board is still concerned that we may have to spend extra dollars to dig up and repair the road when ODOT will be coming right behind us and digging up the road again. Dan will be meeting next week with ODOT to discuss the project. Our projection for 11th street is about \$400,000.

Highway 97 Project: Dan informed the board that after talking to Carrie (our lawyer) he had decided to not proceed with our proposed letter to ODOT. Dan has been in contact with Tyler Swanson, the ODOT area representative, and he feels we are making some progress on getting some help on what ODOT needs us to do. A meeting is set for next Tuesday with ODOT to further address our issues and any board member that would like, may attend.

Meeting Adjourned: 7:40pm Eric adjourned the meeting for 5 minutes.

Meeting Resumed: 7:45pm

Holiday Bonus: (Dan exited the meeting for this portion of the meeting). Eric reminded the board that in years past we have awarded a bonus to the district's employees. Since we missed doing that at the holiday time he would like us to consider it at this time. Art injected that he is concerned that any bonus could be considered unlawful. It was agreed that we would contact our lawyer to get clearance on this issue. Debbi brought up the fact that Dave had worked for the district for 6 months and several additional weeks and that she thought he deserved something. (Dan returned to the meeting at this point) Jim made a motion to pay a \$400 bonus to Dan and \$200 to Dave and Jenn will not receive a bonus due to the fact she is still on probation second by Debbi. After more discussion it was decided this motion would be rejected. Jim made a motion to pay a \$600 bonus to Dan and \$200 to Dave and Jenn will not receive a

bonus due to the fact she is still on probation. It was suggested that we add something to the employee handbook concerning bonuses to establish some guidelines. (42)

Auto Bill Pay: Dan noted that the district now has the ability to take Auto Pay for our customers. Dan noted that this is something customers had been asking for and does not feel it is a big problem to manage.

Next Regular Board Meeting: February 14th, 2023 @ 6:00pm @ TDWD district office.

Meeting Adjourned: 7:53 pm

Submitted By: Jim Wilhelm
Secretary TDWD

Recorded Action Points