



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting

October 10th, 2023

The Regular Public Board Meeting was **called to order** at 1800 hours on October 10th, with 4 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne and Debbi Wilhelm. Also present was District Manager Dan Bruce. The following members of the public were present at the meeting: Ryan Stevens, Steven Frandsen, Tom Hart, Velda Aelda Aldous and Darwin Aldous.

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

Minutes: Minutes for the September public board meeting were reviewed by the board. (see minutes). Jim made a motion that the board accept the minutes as presented, seconded by Kevin. **VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea. Motion passed unanimously.

Treasurer's Report: The current financial report was reviewed by the board, (see report). Kevin reported \$60,110 in income, \$35,942 of expenses and \$24,169 of net income for the month of September. Current accounts showed onhand funds of \$864,122. Debbi made a motion that the board accept the financial report and the checks as presented, seconded by Jim. **VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea. Motion passed unanimously. **It is noted that after the meeting an error was noted on the expense line of the September profit and loss statement. This error lowered the expenses to \$30,374 and raised the income to \$29,737.**

Chairman's Report: Eric took a few minutes to review how the district board has changed in the last few years and how the district worked together with the customers to eliminate the district's debt. Eric thanked the members of the public that were attending the meeting tonight to seek a board position and welcomed new voices to the board.

Business Discussed: Board Member Recruitment: Debbi read the letters of interest in the vacant board seat submitted by the members of the public in attendance tonight. Eric informed the attendees that the board would be making a decision on the appointment to the open seat at next month's meeting and that there would be another open seat coming open in the near future. Each attendee received a handout titled Information for New Board Members. (see handout). Each member of the public introduced themselves and talked about their background and why they wanted to be a member of the board. It was noted that when the board makes its decision on a new board member it is required to be unanimous and all votes will be public.

District Manager's Report: Dan presented his report to the board. (see report) **Jennifer:** Dan noted that Jennifer will be taking her first test next month for level 1. Wish her luck.

Backflow Testing: This is the last year of our contract with Bob's Jobs to do the back flow testing. Dan will be putting out new bids soon for this contract. Jim questioned if we need to put out bids since this contract is for less than \$10,000. Dan noted that by putting out a bid should get the best deal. **Dan Vacation:** Dan will be on vacation Oct 20th to Nov 5th. Jennifer will be covering for Dan while he is out. **Power Bill:** Dan requested that the board consider setting the District's power bill up on auto pay. This move would assure this bill is paid in a timely manner as we have had some trouble doing this in the past. Kevin made a motion that the District set the power bill to be paid via auto pay, second by Jim. **VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea. Motion passed unanimously.

Other Business Discussed: Hwy 97 and 11th Street Project: The contract with ODOT has changed again. The board's main concern was that the current proposal is an open ended contract and left the District on the hook for whatever ODOT wants to charge, Dan will work with our lawyer to adjust the proposal to add some guarantees on what we would have to pay. The District is still in a position that we can pull out entirely from the project if we do not have some assurances about our cost. The contract will still not be signed unless both Jim and Kevin approve of the contract details. **Board Meeting Recruitment:** See above. **Audit RFP:** Dan informed the board that we did not receive any replies on our quest to find a new auditor. Dan has been in contact with both Amy at the state and John our bookkeeper to keep them in the loop. Amy says she will contact our auditor to see if she can help but in the meantime Dan will work with John to better present our bid.

Next Regular Board Meeting: November 14th, 2023 @ 1800 hours @ TDWD district office.

Meeting Adjourned: 1859 Hours

Submitted By: Jim Wilhelm
Secretary TDWD

Recorded Action Points