

Franklin County Rural Water District #1
Board Meeting Minutes
February 19, 2019

PRESENT: Lance Town, Jake Jenkins, Scott Wood, Keith McAdoo, Karen Walburn, Garrett Taylor, David Alderman, Cathy Duderstadt, Nicole Roecker, and Tom Wilson.

1. CALL TO ORDER:

Lance Town called the meeting to order at 7:15 p.m.

2. READING AND ADOPTION OF MINUTES:

No corrections to January's minutes, Keith McAdoo moved to accept, Karen Walburn seconded, motion carried.

3. OPERATORS REPORT:

Tom Wilson presented his monthly activities report. The Board appreciated his attention to detail with a summary of the month, 16 items that were the highlights, and a full activities log turned in to the office if even more detail is required. Tom indicated that they were having numerous weather related leaks, some quite large, along with numerous frozen meters to deal with. Still working to reduce the number of non reads at billing time, some aggravated by the current high water table and meter pits completely full of water.

4. BOOKKEEPERS REPORT:

Cathy presented the financials for January. Just one month of data. We have one CD that will come to term in March. Cathy will review rates and may call board members with the info so it does not renew automatically. Cathy reviewed the accounts receivable, past due, and expenses for the month, and bills to pay requiring board approval.

Garrett Taylor moved to accept the financials, Jake Jenkins seconded, motion carried. Keith McAdoo moved to pay the bills, Garrett Taylor seconded, motion carried. There was some discussion as to the value of our maintenance agreement on the two new propane generators. Tom will investigate the possibility of performing some of the routine maintenance ourselves.

5. OLD BUSINESS:

Truck: Reviewed the bids for a Dodge, a Ford, and the bid Tom preferred. The Chevrolet bid from Garnet did not arrive. Tom preferred the Dodge, so Garrett Taylor moved to purchase the 2018 Dodge Ram 3/4 ton. Keith McAdoo seconded, motion carried. Truck is in stock, bed will have to be ordered and installed then delivered.

Uniform/Logo: Reviewed the uniform needs for the employees, and picked out by consensus a logo that will be on the new shirts, coats etc.

Tom advised the Board about why our water bill from Miami 2 failed to closely match our master meter readings. It turns out there is supposed to be a back flow valve or one way valve at the master meter preventing any water from flowing back to Miami 2 which was never installed. Tom will coordinate the sizing and installation of a valve.

Tom had requested a summary of the employment agreements the Board had made with him as we negotiated his employment contract. Cathy had researched this and had made a record of it. Tom and Board agreed it was accurate. No further action taken.

Tom and Cathy will be attending this year's KRWA meeting in March in Wichita. Other Board members may attend some portion of the conference. Garrett Taylor moved and Karen Walburn seconded to make Cathy Duderstadt our voting delegate to the conference.

6. NEW BUSINESS:

Election of Officers: Officers for 2019 will be Chairman, Lance Town; Vice Chair, Garrett Taylor; Treasurer, Keith McAdoo; Secretary, David Alderman.

Insurance: Our current insurer, Elliott Insurance, submitted a bid for consideration, they suggested an increase of our crime coverage from \$175,000 to \$250,000. This change increased the premium by \$88. Garrett moved to accept the change and bid, Scott Wood seconded, motion carried.

The district had a KDHE violation in the fourth quarter of 2018, the district was late in submitting a sample for testing HAA and TTHM. This violation involved our previous operator, as Tom did not start until 2019. We will correct the violation by sending out a letter of explanation to all members, describing the violation, giving assurances for future sample timeliness, etc. This letter will go out with the February billing.

7. ADJOURNMENT:

Keith McAdoo moved to adjourn the meeting at 8:30 p.m., Garrett Taylor seconded, motion carried.