



Louviers Water and Sanitation District

Minutes of the Regular Meeting – January 27, 2011

Board Members Present:

Ron Beane
Matt Collitt
Jason Ingenthron
Kevin Kahn
Diana Miller

Attendees:

Tim Murrell – Douglas County
Wayne Oblander
Neil Schilling

- I. The meeting was called to order at 18:07.
- II. New Business
 1. Meeting Minutes - A motion was made and seconded; (RESOLUTION 11-01001), TO APPROVE THE MINUTES FROM THE DECEMBER 16, 2010 REGULAR BOARD MEETING AS PRESENTED. The motion passed unanimously.
 2. Douglas County Water Resources – Mr. Tim Murrell with Douglas County attended the meeting to provide information to the Board about the Douglas County Regional Water Conservation Planning Program. He apologized for the confusion associated with the intent of the program, specifically related to water conservation measures that could be implemented by the District. Mr. Murrell provided a sample plan to the Board to illustrate the end product. Mr. Murrell summarized the information that was still needed from the District to complete a draft conservation plan for the District. Director Miller expressed concern about providing consumption information that has historical integrity issues. She questioned spending the limited District resources on a conservation plan, instead of on a more immediate need. She suggested that further implementation of conservation measures was counterintuitive to the District's need for revenue. The majority of the Board agreed that the conservation plan was a good starting point for the District. Director Ingenthron agreed to coordinate the collection of the remaining information.
 3. Disbursements – The Board reviewed the Claims Listing that had been prepared by Mr. Neil Schilling. A motion was made and seconded; (RESOLUTION 11-01002), TO APPROVE THE DISBURSEMENTS IN THE AMOUNT OF \$8,731.71 WHICH INCLUDES CHECKS 1158 THROUGH 1176 AND FOUR DEBIT CARD TRANSACTIONS IN THE AMOUNT OF \$269.20 FROM THE DISTRICT'S 1ST BANK CHECKING ACCOUNT. The motion passed unanimously.

4. Financial Report – The Board reviewed financial reports prepared by Mr. Schilling. Mr. Schilling highlighted that the yearend financial statements were not yet final and that the District tentatively incurred a \$6,800 loss that includes debt bond payments of \$34,000. Although it was a loss, the Board suggested that the result was positive.
5. Delinquent Account Collection – The Board reviewed the Aged Balances Report prepared by Mr. Schilling. Mr. Schilling highlighted some of the accounts whose outstanding balances were in excess of sixty days. The Board agreed that a lien should be filed on a property whose 90 day outstanding balance is in excess of \$3,000.

Mr. Schilling advised the Board that in order to meet USDA RUS financial reporting requirements, the assets transferred from Louviers Mutual Service Company to Louviers Water and Sanitation District would need to be reallocated to separate water and sewer. After Board discussion, a motion was made and seconded; (RESOLUTION 11-01003), TO ALLOCATE THE ASSETS TRANSFERRED FROM LOUVIERS MUTUAL SERVICE COMPANY TO LOUVIERS WATER AND SANITATION DISTRICT 60% WATER AND 40% SEWER. The motion passed unanimously.

III. Operations Report

1. Operations Report - Director Miller presented the System Status Report. Director Miller and Director Ingenthron advised the Board that as a result of the previous meeting, Douglas County Parks and Recreation had taken the action of developing a plan to meter Triangle Park. Douglas County had plans developed that the District had approved. With the exception of a two inch meter, Douglas County would be funding the project. The Board expressed their appreciation to the County for taking this important action.

IV. Old Business and Immediate Issues

1. Rates Study – Director Miller advised the Board that she had been unable to coordinate with RCAC regarding the Rate Study. Director Beane offered to try and coordinate contact.
2. 2011 Agreement for Services – Operations – A motion was made and seconded; (RESOLUTION 11-01004), TO EXECUTE THE AGREEMENT FOR SERVICES FOR OPERATIONS BETWEEN DM SMALL SYSTEMS, LLC AND LOUVIERS WATER AND SANITATION DISTRICT. Director Beane requested that each Board Member be polled individually. Director Beane – YEA, Director Collitt – YEA, Director Ingenthron – YEA, Director Kahn – YEA, Director Miller – ABSTAIN, The motion passed unanimously.
3. 2011 Agreement for Services – Meter Readings – A motion was made and seconded; (RESOLUTION 11-01005), TO EXECUTE THE AGREEMENT

FOR SERVICES FOR METER READINGS BETWEEN WAYNE OBLANDER AND LOUVIERS WATER AND SANITATION DISTRICT. The motion passed unanimously.

Director Collitt requested that the agreement be amended to indicate that the District was paying an additional annual amount to compensate Mr. Oblander for his purchase of general liability insurance.

V. Board Member Discussion Items

Director Ingenthron suggested that the Board improve their distribution of information with each other.

Director Miller added that e-mails can include two Board Members only.

VI. Audience Participation

There was none.

VII. A motion was made and seconded; (RESOLUTION 11-01006) TO ADJOURN THE REGULAR BOARD MEETING OF THE LOUVIERS WATER AND SANITATION DISTRICT AT 20:00. The motion passed unanimously.

President: _____

Attest: _____