

## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

April 19, 2023 1:00 p.m. NBWA Conference Room & Zoom

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The meeting was called to order at 1:02 pm by Vice-Chairman Wilson, Director Hickey, Director Mumey, and Director Sims were present in the conference room. Chairman Handler was excused.

Also present in the conference room were Manager Bruce Halverson and Executive Assistant Keri Scott.

There were no other members of the public present in the conference room and no members of the public joined the zoom meeting.

### **WELCOME TO VISITORS**

There were no visitors.

### **MINUTES**

Director Sims made a motion to approve the minutes of the March 15, 2023 regular meeting. The motion was seconded by Director Mumey and passed unanimously.

### **FINANCIAL REPORT**

Director Sims made a motion to approve the financial report for the month ending February 28, 2023. The motion was seconded by Director Hickey and passed unanimously.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

#### **Personnel Committee Report**

The Personnel Committee agreed to the suggested Cost of Living Increase (COLA) of 4% decreased from the of Consumer Price Index of 8%.

Director Sims made a motion to accept the Personnel Committee Report. The motion was seconded by Director Hickey and passed unanimously.

#### **Customer Request-Utility Relief**

The Board rejected the request for the agency to waive one month of sewer user fees (\$27.00) for a homeowner away from their home to receive medical treatment. The volunteers of the Board paid out of pocket to cover the month of April for the homeowner.

### **MANAGER'S REPORT**

**Wheeler North Upgrade:** The planning and pre-project work are continuing. There is a little more surveying that needs to be done by Onion Peak Design. We should receive the final draft next month

**NPDES Permit Renewal:** Our National Pollutant Discharge Elimination System (NPDES) permit application is back in the hands of DEQ. We objected to a few of the new parameters listed in the permit draft and have talked with representatives from Kennedy Jenks and DEQ about those parameters. Since that meeting, we have not heard anything new.

**River Levee Maintenance:** Nothing new to report at this time.

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**Problem with a Vendor:** The vendor, Seven Rivers Network, that we purchased the additional security cameras for the plant, office, and warehouse has dropped off the face of the earth. The equipment was paid for around eight months ago and that was the last we heard from him. This project was approved for the SDAO Safety Grant. If we do not have the project completed by June 1<sup>st</sup> we will need to pay back the grant money. He has failed to answer any emails or phone calls. We contacted our attorney to write a letter to see if that would help. The Attorney sent a certified letter on April 18<sup>th</sup>, demanding payment in full by May 8, 2023. A copy of this April 18<sup>th</sup> letter was handed out to the board members during the meeting. Bruce contacted SDAO to request an extension on the Security Grant.

Director Sims suggested contacting the Better Business Bureau to report the vendor and request assistance.

**New Office Employee:** We had 11 applicants for the Office Assistant employment opportunity. The hiring committee, (Bruce, Keri, and Mellissa) interviewed the top three applicants. We are planning to start the new hire on July 1.

**Seasonal Worker:** After having not even one application for our seasonal worker job opening last year, we found someone to fill the temporary position this year. They will hopefully start on May 1st and will be paid through the temp service. They will be here in time for irrigation season as well as other tasks advertised like mowing, general cleaning, some painting, and maybe even assisting with some wastewater jobs depending on how they do. It will be nice to have the extra help, especially with irrigation and keeping up with the other tasks. Maybe it will lead to something permanent.

### **BOARD COMMENTS**

The next regular meeting is May 17th, 2023 at 1:00 pm.

The Budget Committee meeting is May 3<sup>rd</sup>, 2023 at 7:00 pm.

The Budget Hearing is June 21st, 2023 at 7:00 pm.

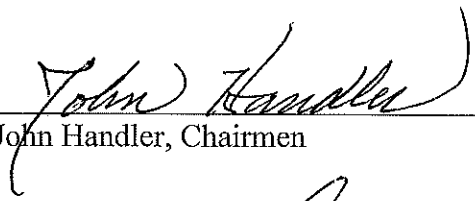
Dave may not be able to attend the May 3<sup>rd</sup> Budget Committee meeting.

Mellissa will not be able to attend the May 17<sup>th</sup> meeting.

### **PUBLIC COMMENTS**

There were no members of the public present.

There being no further business, Vice-Chairman Wilson adjourned the meeting at 1:29 pm

  
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John Handler, Chairmen

  
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Bruce Halverson, Manager