

Board of Commissioners Meeting  
November 12, 2013

The meeting was called to order at 9:00 a.m. by Pepper Putnam, President. In attendance were Albert Friess, Jim Larison, Mike Langley and Celeste Lilley.

The minutes of the October meeting were approved.

FINANCIAL REPORT:

- A. The current financial report was reviewed and approved. The 2014 budget was approved by signature.
- B. Having discussed the reasoning behind the need to change accountants, Mr. Larison made a motion, which was seconded by Mr. Friess, to advise the current accountant that his services will be terminated as of December 31, 2013. The services of Duane Wolfe, Burwell & Wolfe Inc. P.S. will begin on January 1, 2014. Mr. Wolfe has given the District an estimate of cost, and assurance that the financial statements will be completed by the deadline for reporting to the state in May.
- C. Mr. Jeff Edwards, SLOA President, has requested a meeting with the commissioners to discuss the future of the office services arrangement between the two companies. Celeste will arrange a special meeting.

OLD BUSINESS:

- A. One bid was received by the bid opening on November 8<sup>th</sup> for the Facultative Lagoon Biosolids Removal and Disposal project. Mr. Larison made a motion to accept the bid from Fire Mountain Farms (FMF) of Onalaska for \$279, 536.50 including tax, for biosolids removal and disposal, including removal and disposal of the liner and miscellaneous materials, with the provision that SWD and FMF may negotiate to delay the completion date for a reduction in cost. A proposal from FMF must be received by December 1, 2013, and the project completed by June 30, 2014. He furthered the motion to include authorization for the General Manager, J. Michael Langley, to execute the contract. The motion was seconded by Mr. Friess and carried unanimously.
- B. The manager's report was discussed and will be appended to these minutes. Quotes had been received from two security companies for the installation of intrusion alarms

at the upper and lower reservoirs. It was decided to put these items on hold for the time being.

- C. The physical facility issues and updated coliform monitoring plan that were required following the Department of Health Sanitary Survey have been addressed and approved by the regional engineer. An action plan for implementation of the cross connection control program was also being addressed.
- D. Mr. Langley distributed to the Board a cost estimate for acquiring meters, hardware and new financial software. A cost comparison for manual, touch-read and radio read meter reading systems, and associated personnel expenses will be prepared for a future discussion.

Mr. Friess stated that he had been in contact with Reg Hearn, General Manager of Grays Harbor County Water District #2, which serves about 1,300 customers. Mr. Hearn cited the high cost of remote read systems as the main factor in the decision to remain with manual read meters. (The district is already metered.) With only three employees, they can only read half of the meters each month, thus billing each customer every other month, which causes difficulty conducting water audits in order to comply with the Water Use Efficiency rule. Mr. Langley will respond to Mr. Hearn's letter.

Mr. Langley displayed a Sensus meter with a touch-read attachment. There was discussion about the different meter manufacturers. Mr. Langley's main concern is the quality of local representation.

#### NEW BUSINESS:

The monthly agenda will be posted on the front window on the Wednesday prior to each meeting.

Checks and vouchers approved by signature.

The meeting adjourned at 10:45 a.m.

Respectfully Submitted,

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Albert Friess, Secretary