

- Burns Utility Board Meeting

February 3, 2014

The meeting was called to order by President Jim Clark at 7pm and the Pledge of Allegiance was performed. President Clark announced that the meeting was being recorded. Present were President Jim Clark and Board Members Ralph Bartels and Harry Pauli. Absent were Board Members Steve Newton and Harvey Humphrey. Also present were Cotton Jones – Surveyor, Kim Nelson with LCSD#2, Bruce Perrymon with AVI, Darius Mandel and Ted Kellner – Burns Maintenance, and Judy Johnstone acting as clerk.

#### **APPROVAL OF MINUTES**

Motion by Board Member Ralph Bartels to approve the minutes of the January 6, 2014 meeting. Second by Board Member Harry Pauli. All were in favor and the motion passed.

Motion by Board Member Harry Pauli to correct the basic water rate shown in the minutes of the January 22, 2014 Special Meeting from \$20 for the first 20,000 gallons to \$22 for the first 20,000 gallons, and with that correction to approve those minutes. Second by Board Member Ralph Bartels. All were in favor and the motion passed.

#### **APPROVAL OF TREASURER'S REPORT**

Motion by Board Member Harry Pauli to approve the Treasurer's Report. Second by Board Member Ralph Bartels. All were in favor and the motion passed.

#### **AGENDA REQUEST**

Cotton Jones was present to discuss possible issues with vacation of rights-of-way along 4<sup>th</sup> Street. He wanted to verify the intent of the town when they were done. Also discussed were the easements for the A-5 and A-3 wells. The A-5 well easement is acceptable to both LCSD#2 and the Town. LCSD#2 will provide an easement for the A-3 well that will be 50' wide and 60' deep. Motion by Board Member Harry Pauli to accept the 50' by 60' easement for the A-3 well. Second by Board Member Ralph Bartels. All were in favor and the motion passed. It was pointed out that LCSD#2 would also probably need to give RTConnect an easement.

Two light poles on the east side of Wyoming Avenue will need to be moved across the street from their current locations, and the Town will take care of that.

#### **MAINTENANCE REPORT**

The Fourth Quarter readings are all back from Energy Labs so Ted can fax all the reports to the EPA. He will also send them a hard copy. Energy Labs does the Consumer Confidence Report testing and also the report. For the A-6 well, we no longer have to do chemicals testing, but still have to test for radionuclides.

Board Member Harry Pauli stated that the maintenance report noted a meter check at 221 Main St. which should have been recorded as 227 Main St

#### **CLERK'S REPORT**

If any member has any new accounts or changes they would like to see on the Budget, bring them to the March meeting.

#### **UTILITY BOARD PRESIDENT'S REPORT**

We will wait to request bids for the Fill Station until we have all the finances lined up.

Cotton Jones will do a title search to see if he can clarify the 1st Street easement situation. The Utility Board may need to have a special meeting before the upcoming council meeting if he can find the needed data.

The Board will have an executive session at the end of the meeting to discuss personnel.

**MEMBER REPORTS**

Board Member Harry Pauli had nothing to report.

Board Member Ralph Bartels had nothing to report.

**OLD BUSINESS**

Nothing.

**NEW BUSINESS**

Nothing.

**APPROVAL OF VOUCHERS**

Motion by Board Member Ralph Bartels to approve the vouchers. Second by Board Member Harry Pauli. All were in favor and the motion passed.

**RECESS INTO EXECUTIVE SESSION**

Motion by Board Member Harry Pauli, at 8:17pm, to recess into executive session to discuss personnel. Second by Board Member Ralph Bartels. All were in favor and the motion passed.

**RETURN FROM EXECUTIVE SESSION**

Motion by Board Member Ralph Bartels, at 8:33pm, to return from executive session. Second by Board Member Harry Pauli. All were in favor and the motion passed.

Motion by Board Member Ralph Bartels to give Ted Kellner a 4% pay increase. Second by Board Member Harry Pauli. All were in favor and the motion passed.

**ANNOUNCEMENTS**

The next scheduled meeting of the Utility Board will be on March 3, 2014.

**ADJOURNMENT**

Motion by Board Member Harry Pauli to adjourn at 8:35pm.

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Board President Jim Clark

Attest:

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Utility Board Secretary Toni McNamar