

Burns Utility Board
December 7, 2015

The Burns Utility Board met in regular session on December 7, 2015. Members present were Board President Matt Fields, Board Members Steve Newton, Ralph Bartels, and Harvey Humphrey. Also present was Town clerk Toni McNamar, and Town Maintenance Ted Kellner, Riley McNamar, and Judy Johnstone.

At 6pm Board President Fields called the meeting to order and the Pledge of Allegiance was preformed.

Approval of Minutes:

Board Member Humphrey moved to approve the minutes of the November 2, 2015 meeting. Board Member Bartels seconded this motion. Motion carried.

Treasurer's Report:

Board Member Newton moved to approve the Treasurers Report as presented. Board Member Humphrey seconded this motion. Motion carried.

Agenda Request:

Judy Johnstone was present to express her interest in being on the Utility Board. She meets all of the requirements to be a board member. Judy reported that she is the town appointed representative on the water committee which meets on the first and third Monday of each month which would not allow her to attend the utility board meetings unless we were able to change the meeting night.

Maintenance Report:

The Maintenance report was reviewed. Ted reported that we are having an issue with the A-6 well it will not come on automatically and we have to operate it manually. Timberline will be in Yoder next Monday and will stop in to see what the issue may be. Ted also reported on an option from Timberline to back up our SCADA System so if we have a big failure with the system we can cut our down time from several days to one day. Matt Fields will be checking into this system further.

Board Member Humphrey inquired as to if the sewer jet had been repaired. Ted reported that he would still like to take it to Denver and get it services as it is not properly working.

Clerks Report:

Town Clerk Toni McNamar presented the board with our current utility rates as next month is when we will review the rates. Toni recommended increasing the garbage rates as we are not increasing our reserve much in that area and landfill fees increase every year.

There was discussion on decreasing the amount of water in the base rate. Ted Kellner suggested leaving the base rate at the 20,000 gallons and increasing the price to \$24 that is easier to budget for some people. This will be discussed further at our next meeting.

Board President Report:

Board President Matt Fields had nothing to report.

Board Member Reports:

Board member Humphrey had nothing to report.

Board Member Bartels reported that we are still waiting for our A-7 permit; we have all of our paperwork into the State Engineers Office.

Board Member Newton had nothing to report.

New Business:

There was discussion on having the utility board meeting on the same night as the Council meetings. Have Utility Board meeting at 6 pm followed by Council at 7 pm. Board Member Newton suggested the first Tuesday of each month. Board Member Bartels reported the advantage to having both meetings on the same night is that our employees only have one night a month to be committed to coming to a meeting.

Board Member Bartels moved to take recommendation to Council to have Utility Board Meetings the second Monday at 6 pm followed by the Council meeting at 7 pm. Board member Newton seconded this motion. Motion carried.

Ted Kellner inquired about purchasing the backup software for the SCADA system. Ted will get Matt the contact information for Timberline and Matt can discuss the software with them. Board Member Humphrey moved to allow Matt Fields to go ahead and purchase the software if he feels we need it after discussing it with Timberline. Board Member Newton seconded this motion. Motion carried.

Board Member Humphrey moved to take Judy Johnston's name to the council with the recommendation they appoint her as Utility Board Member. Board Member Bartels seconded this motion. Motion carried.

Approval of Vouchers:

Board Member Newton moved to approve the vouchers. Board Member Bartels seconded this motion. Motion carried.

At 6:51 pm Board Member Newton moved to adjourn. The next meeting of the Burns Utility Board is scheduled for January 11, 2016 at 6 pm.

Utility Board President Matt Fields

Attest:

Utility Board Secretary