

Burns Utility Board
November 13, 2017
Minutes

The Burns Utility Board met in regular session on December 11, 2017. Members present were Board Members Ralph Bartels, Dennis Bastian, Jim Clark, and Judy Johnstone. Also present was Town Clerk Toni McNamar, Town Maintenance Darius Mandel, Marty Jones with Wenck Associates, and Kari Clark.

At 6:00 pm Board Member Bartels called the meeting to order and the Pledge of Allegiance was performed.

Approval of Minutes:

Board Member Bastian moved to approve the minutes of the November 13, 2017 Utility Board meeting. Board Member Johnstone seconded this motion. Motion carried.

Treasurer's Report:

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

Agenda Request:

Marty Jones was present to provide plans for the A-3 well. The plans were reviewed and Marty asked Ted and Darius to review them and see if any changes needed to be made. Marty Jones with verify the required distance between a sanitary sewer line and a water line with DEQ. Marty reported that if all looked good he will get the specs ready and the permit application to DEQ. After this he will get bid notice ready.

Maintenance Report:

The Maintenance report was reviewed. Darius reported that the lift station pump is being repaired and once it is back they will replace the other pump that is down and get it fixed, and then they will have an extra lift station pump on hand. Darius reported that the new tractor is here.

Board Member Reports:

Board Member Bartels had nothing to report.

Board Member Johnstones had nothing to report.

Board Member Bastian had nothing to report.

Board Member Clark reported that he had received a request to put Vernon Testerman Sr name in to fill the vacant utility board position.

New Business:

Board Member Clark inquired about purchasing the stamps for a year rather than having to sign a check every month for stamps. Board Member Clark moved to sign a voucher one time a year for stamps. Board Member Johnstone feels better bookkeeping if you purchase them throughout the year. Motion died due to lack of second.

Approval of Vouchers:

Board Member Johnstone moved to approve the vouchers. Board Member Clarks seconded this motion. Motion carried.

At 6:38 pm Board Member Clark moved to adjourn. The next meeting of the Burns Utility Board is scheduled for January 8th at 6 pm.

Board President

Attest:

Utility Board Secretary

Bills must be paid by the 19th of each month. Any amount not paid by the 19th of the month will receive a \$5.00 late fee. After 10 days of the second billing you will receive a water shut off notice and your water will be shut off if the past due balance is not paid by deadline stated on shut off notice. To have your water turned back on after it has been shut off it will cost the entire amount of the bill plus an additional \$35.00.