

Burns Utility Board
May 8, 2017
Minutes

The Burns Utility Board met in regular session on May 8, 2017. Members present were Board President Matt fields, Board Members Ralph Bartels, Judy Johnstone, and Harvey Humphrey. Board Member Steve Newton was absent from this meeting. Also present was Town Clerk Toni McNamar, Town Maintenance Darius Mandel, and Gary Collins with the Pine Bluffs Post. .

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

Approval of Minutes:

Board Member Johnstone moved to approve the minutes of the April 10, 2017 meeting. Board Member Humphrey seconded this motion. Motion carried.

Board Member Johnstone moved to approve the minutes of the April 25, 2017 special meeting. Board Member Bartels seconded this motion. Motion carried.

Treasurer's Report:

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

Maintenance Report:

The Maintenance report was reviewed. Darius reported that there is a new report that we have to do for EPA it is a MRDL report that shows our chlorine levels on a quarterly bases.

Darius reported that the dump station is currently closed as someone shoved the metal cap down the pipe, Darius will see if anyone can get it out. Board Member Humphrey suggested that we get a cap that remains attached to it so no one can do this again.

Clerks Report:

Town Clerk Toni McNamar present the utility board with their 2017/ 2018 Fiscal Year Budget. Toni reported that not a lot had changed on it. The new proposed budget has expected revenue of \$126,200.00 an increase of only \$1,300.00. Council Member Humphrey moved to send the utility budget to the council with the recommendation that they approve it. Council Member Bartels seconded this motion. Motion carried.

Board President Report:

Board President Matt Fields thanked the board for covering for him the past few months...

Board Member Reports:

Board Member Humphrey suggested that we consider allowing residents to pay with a credit card,, there are additional fees for doing this and they would be expected to pay those fees if they used their credit or debit card. The board will look into this further after the fiscal year begins. .

Board Member Newton was absent from this meeting...

Board Member Bartels reported that they had never done Ted's evaluation which should have been done in February; he would like an executive session later to discuss this.

Board Member Johnstone reported that she will be working on a SLIB grant for the A-3 well project and would like to have a work shop in a couple of weeks to discuss this.

Old Business:

The A-3 well will be underground; Ted and Darius need to decide what type of cover they want on the vault.

Toni McNamar reported that Steve Newton and Ralph Bartels terms will be up on the utility board at the end of June. Board Member Humphrey's position will also be up as he is the Council Representative for the utility board. We will need to post to fill these two seats on the board. Toni suggested having the new candidates come to the June utility board meeting.

Approval of Vouchers:

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

At 6:16 pm Board Member Bartels moved to recess into executive session to discuss personnel. Board Member Humphrey seconded this motion. Motion carried.

At 6:24 pm Board Member Johnstone moved to come out of executive session. Board Member Bartels seconded this motion. Motion carried.

Board Member Bartels reported that the board will speak with Ted Kellner and do the evaluation at the next meeting.

At 6:25 pm Board Member Bartels moved to adjourn. The next meeting of the Burns Utility Board is scheduled June 12th at 6 pm.

Utility Board President Matt Fields

Attest:

Utility Board Secretary