

Burns Utility Board  
August 14, 2017  
Minutes

The Burns Utility Board met in regular session on August 14 2017. Members present were Board President Matt Fields, Board Members Ralph Bartels, Dennis Bastian, Jim Clark, and Judy Johnstone. Also present was Town Clerk Toni McNamar, Town Maintenance Ted Kellner and Darius Mandel, Kari Clark, and Scott Cowley with AVI.

At 6:00 pm Board President Matt 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 July 10, 2017 utility Board meeting. Board Member Bastian 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.

**Agenda Request:**

Scott Cowley with AVI was present on behalf of Steve Birt to present the board with Steve Birt's plat for his property on East Third Street. The only thing that was changed is that he put a half acre of land with the existing house. The sewer is in the lot and the water runs across the property, which is owned by Steve Birt. Board Member Clark moved to approve the plat. Board Member Johnstone seconded this motion. Motion carried.

**Maintenance Report:**

The Maintenance report was reviewed. Ted reported that the A-4 well is up and running, Sargent Drilling had to replace the pump.

The Lead and Copper Sampling Plan has been approved by the EPA, samples have been taken and when we receive the results we will take them to the residents that provided the samples.

We have corrected all issue on the Sanitary Survey.

**Clerks Report:**

Town Clerk Toni McNamar presented the board with two companies that we could use for electronic payments and credit cards. The first is Heartland, which was referred to us by Wyoming Bank and Trust. Toni has spoke with these individuals on several occasions and this would be her preference. They allow us to set up our accounts by name address or account number.

Matt Fields had received information from Wells Fargo. Matt feels that their rates are cheaper and that we should see if Heartland can match their prices. Toni does not feel that Wells Fargo will be cheaper in the long run, and does not feel that she will receive the customer service from Wells Fargo that she will from Heartland. ./

Board Member Bastian feels that we should gear it toward the person that will be using it. Toni asked the Board to review the two options, and we will discuss further in October. Matt Fields is going to find a third source also.

**Board President Report:**

Board President Matt Fields had nothing to report.

**Board Member Reports:**

Board Member Johnstone Inquired as to if the A-3 well is still in the permitting process. It is.

Board Member Bartels had nothing to report...

Board Member Bastian had nothing to report.

Board Member Clark had nothing to report.

**Approval of Vouchers:**

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

At 6:26 pm Board Member Clark moved to adjourn. The next meeting of the Burns Utility Board is scheduled September 11<sup>th</sup> at 6 pm. Toni will be on vacation from August 21<sup>st</sup> – Sept 5<sup>th</sup>.

\_\_\_\_\_  
Utility Board President Matt Fields

Attest:

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Utility Board Secretary

**Bills must be paid by the 19<sup>th</sup> of each month. Any amount not paid by the 19<sup>th</sup> 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.**