

Burns Utility Board
December 9, 2019 Minutes

The Burns Utility Board met in regular session on December 9, 2019. Members present were Utility Board President Judy Johnstone, Utility Board Members Ralph Bartels, Vernon Testerman, Harvey Humphrey, and Jeff Appleman. Also present were Town Clerk Toni McNamar, Town Maintenance Ted Kellner and Darius Mandel, Kari Clark, and Mayor Jim Clark.

At 6:00 pm Utility Board President Judy Johnstone called the meeting to order and the Pledge of Allegiance was performed. Those present were informed the meeting was being recorded.

Approval of Minutes:

Board Member Testerman moved to approve the minutes of the November 12, 2019 Utility Board meeting. Board Member Bartels seconded this motion. Motion carried.

Approval of Treasurer's Report:

Board Member Testerman moved to approve the Treasurer's Report. Board Member Humphrey seconded this motion. Motion carried.

Maintenance Report:

The maintenance report was reviewed. Darius reported that the garbage can lids have been ordered. DEQ was out and did the lagoon inspection. Ted reported that he has been installing the new fire lights in the Burns Plex. Ted reported that the trailer is in and we need to go and pick it up in Laramie.

Ted reported that Timberline is still having issues with the computer system that they are creating for our SCADA System. We are also having issues with our current system as it is not notifying us when there is an alarm.

Utility Board President: - Nothing to report

Board member Reports:

Board Member Testerman – Nothing to report

Board Member Bartels – Nothing to report

Board Member Humphrey – Nothing to report

Board Member Appleman – Nothing to report

Old business:

Utility Board President Johnstone acknowledged that she and the Board had received documentation from Les Heywood that he had received one tap from Steve Birt. Board Member Testerman inquired whether it was for water or sewer. Board Member Appleman reported that it can be used for either.

Ted Kellner reported that the installation should be a residential tap for the sewer with a 4-inch line and the line and manhole should be installed as specified by our engineer.

Board Member Humphrey feels that we need to set up a special meeting to address this where we can take as long as we need. Board Member Bartels moved to table this matter until we can schedule a special meeting to discuss it. Board Member Appleman seconded this motion. Motion carried.

Approval of Vouchers:

Board Member Humphrey moved to approve the vouchers of the December 9th meeting. Board Member Bartels seconded this motion. Motion carried.


At 6:48 pm Board Member Testerman moved to go into executive session to discuss personnel. Board Member Bartels seconded this motion. Motion carried.

At 6:56 pm the Board came out of executive session

Board Member Humphrey moved to grant a pay increase to Ted Kellner in the same percentage as will be approved for Toni and Darius. Board Member Appleman seconded this motion. Motion carried.

At 6:58 pm Board Member Bartels moved to adjourn. The next meeting of the Burns Utility Board is scheduled for January 13, 2020 at 6 pm.

The special meeting to discuss a sewer tap for Les Heywood will be on January 6th at 6pm.


Board President Judy Johnstone

Attest:

Town Clerk Toni McNamar