

## **Regular Meeting and Public Work Session – November 6, 2007**

### **Board Members**

Craig Johnston  
Tony Lucas  
Jim Matchett  
Gary Peterson

Mike Hayes – Excused Absence

### **Visitors**

Keith Worley

### **Staff / Consultants**

Diana Miller – District Manager  
Sue Byrnes – District Staff  
Scott Monroe – Semocor, Inc.

### **1.0 Call to Order**

The meeting was called to order at 16:30.

### **2.0 New Business**

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 07-092): TO APPROVE THE MINUTES OF THE OCTOBER 16, 2007 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. Passed unanimously.

Director Matchett requested clarification from Director Peterson on his previous request for additional information to be included on the Perry Park Water and Sanitation District Systems Report. After a brief dialogue it was determined that Mr. Monroe should add current year and previous year precipitation numbers to the report and that Ms. Miller would provide water billing and consumption information from the District's billing system.

- 2.2 Disbursements - A motion was made and seconded; (RESOLUTION 07-093): TO APPROVE CHECKS 18704 THRU 18705 IN THE AMOUNT OF \$28,786.60 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-094): TO APPROVE CHECK 18706 IN THE AMOUNT OF \$9,500.00 WHICH WAS PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-095): TO APPROVE CHECKS 18707 THRU 18735 IN THE AMOUNT OF \$58,518.03 FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-096): TO RATIFY CONSENT AGENDA ITEMS DATED OCTOBER 19, 2007 IN THE AMOUNT OF \$4,273.55 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-097): TO RATIFY CONSENT AGENDA ITEMS DATED NOVEMBER 2, 2007 IN THE AMOUNT OF \$4,273.55 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

### **3.0 Old Business / Immediate Issues**

- 3.1 2007 Douglas County Household Chemical Round Up Program – The Board reviewed a request from Tri-County Health for a \$750.00 contribution to support the annual program. The importance of participation in the program was discussed. The Board decided that a contribution from the District would be beneficial to its customers and requested that the schedule (when available) be well publicized.
- 3.2 2008 Operations Contract – The District Manager provided the Board a summary of the factors used to evaluate the performance of the 2007 Operations Contract and to establish a 2008 Operations Contract rate. The factors included inflation, specific objectives that were associated with the 2007 Operations Contract, increases in operating costs, and the growth inside of the District. Additionally, the District requested that the contract be modified to allow for bimonthly meter reading as opposed to quarterly. The District Manager recommended an increase of 6% for the 2008 Operations Contract. With additional information provided to the Board by Mr. Monroe, a motion was made and seconded; (RESOLUTION 07-098): TO APPROVE THE 2008 OPERATIONS CONTRACT WITH SEMOCOR, INC. Passed unanimously.
- 3.3 2007 Audit – The Board reviewed a proposal from Wagner, Burke & Barnes, LLC for the upcoming 2007 audit. The Board discussed the firm's professional and punctual 2006 performance. The Board decided to accept their proposal for the 2007 audit.
- 3.4 2008 Budget – Director Peterson requested that the Capital Projects Schedule be limited to projects that the District plans to move forward with in 2008. The District Manager advised that these were the only projects with funding allocated in 2008.

The Staffing Committee provided the Board with a summary of a recommendation by the District Manager for a salary increase in the amount of 6.5% for Ms. Sue Byrnes effective January 1, 2008. 2007 accomplishments were highlighted. After a brief discussion, a motion was made and seconded; (RESOLUTION 07-099): TO INCREASE MS. BYRNES'S SALARY BY 6.5%, EFFECTIVE JANUARY 1, 2008. Passed unanimously.

**4.0 Audience Participation**

None.

**5.0 Public Work Session**

None.

**6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 07-100): TO ADJOURN THE REGULAR MEETING. Passed unanimously. The meeting adjourned at 17:29.

ATTEST:

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Secretary