

Bayview Water & Sewer District

Via Zoom Teleconference

<https://us04web.zoom.us/j/7977383830>

Meeting ID: 797 738 3830

SPECIAL MEETING MINUTES

April 7, 2020

Call to Order and Roll Call: Chairman Calvin Nolan opened the meeting at 10:01 am and a roll call confirmed Vice-Chair Larry Leake and directors Ted Bare, and Ross Besich were also present.

Others Present: District treasurer Jessie Roe.

Guests Present: Members of the public.

Agenda Items:

1. Design a Request For Qualifications (RFQ) for an attorney for the District: Ms. Roe inquired on the specifics of the Request for Proposals (RFP) with the Board members and it was decided that the main contact for questions relating to the submission of an RFP would be the Chairman but submissions would go to the District. The Board would like to advertise in the Bonner Daily Bee and the CDA Press twice, as well as send the RFP to any and all firms with experience in municipal law. The deadline for submission will be May 18, 2020 at 3:00 PM and will be reviewed by the Board at the next regularly scheduled board meeting on May 21, 2020 at 7:00 PM with interviews to take place on May 27, 2020.
2. Establish a timeline to interview for two open Board positions: Mr. Leake made a motion to accept the former director Jamee Stewart's letter of resignation effective March 31, 2020 followed by a second from Chairman Nolan. All were in favor, motion carried. The Board then directed staff to advertise for the open seat position on the website and local advertising platforms known by the community. The application deadline was set for April 15, 2020 and the Board would review all submissions at the next regularly scheduled board meeting on April 16, 2020 at 7:00 PM via web-conference.
3. Board Member having a key to the office: Mr. Bare motioned to drop the agenda item followed by a second from Mr. Besich. All were in favor, motion carried.

With no further business to discuss the special meeting was adjourned at 10:47 AM PM following a motion from Mr. Leake, seconded by Chairman Nolan. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Calvin Nolan
Chairman on the Board