

Bayview Water & Sewer District

Via Zoom Teleconference

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

Meeting ID: 797 738 3830

SPECIAL MEETING MINUTES

May 5, 2020

Call to Order and Roll Call: Chairman Calvin Nolan opened the meeting at 10:00 am and a roll call confirmed Vice-Chair Larry Leake and directors Ted Bare, Colleen Dahlseid and Ali Spahn were also present.

Others Present: District treasurer Jessie Roe.

Guests Present: Members of the public.

Agenda Items:

1. Start Discussion with Farragut State Park Regarding Extending the Lease for Well #8; Develop a plan of action: Chairman Nolan said he plans to meet with the Attorney General in the Idaho State Department office at 11:00 am tomorrow regarding the ability for them to give Well #8 to the District.
2. Schedule a Workshop with the District's Pre-Auditor and Board Members to Discuss Audits: Ms. Roe presented a list of times from the District's CPA, Mary Richter. The Board chose to meet with Ms. Richter on Tuesday May 26, 2020 at 10:00 AM at the District office. Mr. Bare motioned to approve the time followed by a second from Ms. Spahn. All were in favor, motion carried.
3. Update on Informational Flyer and Water Facility Plan: Ms. Spahn said she has not heard from Katy with DEQ on technical approval of the Water Facility Plan. The bond informational flyer went out May 4, 2020.
4. Board Policy on Social Media Communication: Ms. Spahn said she talked with Chairman Nolan and they agreed to table this item until the District obtains legal counsel. Ms. Spahn motioned to table the item, seconded by Mr. Bare. All were in favor, motion carried.
5. Update on Commercial Account and Billing Reconciliation: Ms. Dahlseid has arranged a meeting with a former Board member, Ms. Edwards, to sit down and review previous analysis and work done on ER reconciliations. In the near future the District will need to take all the findings and resolutions to an attorney to implement a legal corrective action plan.
6. Updated Rate Structure for the District: Ms. Roe presented the updated rate structure for the Board to approve which included the \$8 increase from last fall and some additional updated wording. The new rate structure was adopted following a motion from Ms. Dahlseid and seconded by Ms. Spahn. Mr. Leake was opposed due to wording and the rate structure needing to follow more closely to the original Resolution 2007-001. Majority has the vote, motion carries.
7. Discuss 2019-20 Budget Deficit: Ms. Dahlseid presented her amended version of the current budget so that it reflects the revenue portion of the \$8 increase going into a capital reserve fund and not part of the main operating expenses. Ms. Spahn motioned to table this item until the Board meets with the District CPA on the 26th. The motion was seconded by Chairman Nolan. All were in favor, motion carried.

With no further business to discuss the special meeting was adjourned at 11:05 AM following a motion from Mr. Bare, seconded by Ms. Spahn. All were in favor, motion carried.

Respectfully Submitted and Approved:

Jessie Roe
Administrative/Treasurer

Calvin Nolan
Chairman on the Board