

# Bayview Water & Sewer District

16401 E. Emerson Drive, Bayview, ID 83803

## **SPECIAL MEETING MINUTES**

August 28, 2020

**Call to Order and Roll Call:** Chairman Calvin Nolan opened the meeting at 10:00 AM and a roll call confirmed directors Colleen Dahlseid, Ali Spahn and Ted Bare were also present.

**Others Present:** District treasurer Jessie Roe.

**Guests Present:** No Public.

### **Agenda Items**

- 1.) Review Contract with Keller Associates, Engineering Firm: The Board discussed the changes they would like to make to the contract with Mr. Meschko: 1.) Reduce the retainer amount down from \$25,000. 2.) Paying the invoice within 30 days; not 15 days. 3.) Include an area that all electronic files pertaining to the District will be the District's property and Keller will turn them over when requested. Mr. Bare motioned to accept the contract with the discussed changes and to make the retainer amount for \$10,000 and the payment for invoices 30 days following a second from Ms. Spahn. All were in favor, motion carried.

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

Respectfully Submitted and Approved:

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Jessie Roe  
Administrative/Treasurer

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Calvin Nolan  
Chairman on the Board