

July Meeting Minutes

- **Call meeting to order and flag salute.** Call meeting to order and flag salute. It is a Meeting of the Board of Commissioners of Water District No. 1, Stillwater Township. Tonight, July 5, 2018 meeting convened at 7:30 p.m. and the flag salute was recited.

- **Roll call.** The meeting was called to order by Jack Choma. Commissioners present:

x	Jack Choma President	a b	Tony Salerno Vice President	x	Wendy Fabian Treasurer	x	Tom Williver Commissioner
		x	MaryAnne Choma				x = present ab = absent

- **Minutes approved from previous meeting.** Following a review of the minutes. A motion was made by Wendy Fabian with a second by Jack Choma to accept the minutes. Motion carried.
- **Correspondence (mail/email)**
 1. 6 new meter requests via email:
 2. Bank notification - insufficient funds for 2 customers
 3. Bank notification - bankruptcy
 4. Customer called - possible leak on Homestead between 905 and 907
 5. Customer call - check for water bill sent to water district instead of PLA
- **Systems Report**

Average Daily Gallons Pumped Entire System

	Control Building	Edgewood Dr.	Greco	South Shore Dr.	Vail Dr.	Grand Total
Current Month	1,220,277	1,099,800	33,200	61,125	37,580	2,451,982
Last Month	1,000,344	962,600	22,970	47,330	33,320	2,064,564
Prior Month	58,023	799,700	23,640	47,280	29,640	

- Treasurer's report and payment of bills.
 - create login to QuickBooks for Wendy
 - Payment of bills - see list June Bill payments
 - 2018 report – Tony, second – Jack Choma

Old business:

- past due accounts of our customers continue to be paid as we go. Jack and Tom Perry working closely. The Board is pleased about successful collections.

- Badger/Beacon Meters - Jack continues to address goal of infrastructure improvement plan via Badger/Beacon Meters
 - We will install a few at a time so we do not burden our customers with large capital improvement cost.. Slow and steady
- Jack called bank on cost to Water District when customer has insufficient funds

New business:

- check into other lakes on their policy
 - We are interested in itemized estimate for lawn services
 - ‘scope of work’ for follow-up; lawn service
 - cut
 - plows
 - contract with lawn service
 - insufficient fund charge of \$35.00 for bounced checks to Water District Invoice
 - Look at bylaw and write up fine of \$500.00 to anyone who takes water without permission. This would amend our current bylaw.
 - Look at bylaws and see what else needs update
 - Once we know what needs update we can ask lawyer all questions at once
 - Once we know what needs update we can make plan to update one section at a time
 - Delinquency policy under review per early 2018
 - Continue to review and update each section of our policy as encouraged by the bylaws themselves
 - We are working on job descriptions now
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- Adjournment