

RAE SUBDIVISION COUNTY WATER & SEWER DISTRICT NO. 313
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
July 19, 2023 at 7 pm

Present:

Perry Hofferber, Board President

Nikki Penniman, Board Vice President

Rich McLane, Board Member

Bob Ingram, Board Member

Ken Ridgway, District Manager

Val Nolan, Secretary

Mike Stenberg, Hyalite Engineering

ORDER OF BUSINESS:

The meeting was called to order at 7:04 by Perry Hofferber, Board President. The meeting was held in the maintenance building at RAE Water District.

PUBLIC COMMENT: Mike Stenberg was available for questions concerning expansion of the water district.

APPROVAL OF MINUTES:

The minutes from the June 2023 board meeting were reviewed. A motion to approve the June 2023 minutes was made by Rich McLane and seconded by Bob Ingram. The motion passed unanimously.

TREASURER'S REPORT:

The treasurer's report was reviewed for June 2023. There were no large payments made this month or anything other than normal payments. A motion was made by Nikki Penniman and seconded by Bob Ingram to approve the treasurer's report. The motion passed unanimously.

OLD BUSINESS:

- We are still gathering information for the official Memorandum of Understanding with developers. Once we have it finalized and approved by our lawyer, Susan Swimley, it will be presented to the Board for approval. Mike stated there were only several comments for possible adjustment on the first draft.
- Ken is working with the three-engineering firm team that were selected for the Wastewater PER. The next step is for a scope of work and a preliminary cost proposal that coincides with the scope of work. More to come on this subject.
- New water guidelines have been made permanent. We are in the process of getting the word out by posting on cluster mailboxes and our new website. There is an alert that shows up on there. Ken is still looking at how to proceed with an ordinance and the guidelines to possibly include a penalty for non-compliance. The operators are currently handing out notices when

customers are noncompliant. Nikki Penniman suggested that we add a consumer policy document to the website for our customers after review by our lawyer.

- The DEQ mandated annual Consumer Confidence Report is due to the public by June 30th of each year. It is now available on the RAE Water website.
- The flow report given to the board each month was discussed. Bob Ingram mentioned that we had a particularly high day. Ken is checking with InControl on the numbers. Ken discussed that King Arthur is getting ready to do six digs to help with water leakage.

MANAGERS REPORT: (Ken highlighted the Manager’s Report-attached)

- Ken, Kevin, and John have been aggressively resolving the radio read repair list. This list is generated every month with our meter reading equipment. This list identifies issues with either the radio read equipment or the meters.
- Val has launched our new website. Please visit raewater.com and check it out. Also please spread the word about the new site as it contains a lot of material about the district.

NEW BUSINESS:

- Ken has attached a DRAFT budget worksheet for fiscal year 2023-2024. It is requested that a discussion be held on the DRAFT to hear any recommendations, additions, or subtractions. Rich McLane mentioned the fuel and mileage accounts should be adjusted. It was also discussed to budget a little higher for payroll given the inflation we have been dealing with over the past few years. Nikki Penniman made a motion to table the budget approval until the next meeting. This was seconded by Rich McLane. The motion passed unanimously. Ken will adjust the budget and email to the board before August meeting

NEXT MEETING: The next meeting will be held August 23rd, 2023 at 7 pm.

ADJOURN: Rich McLane motioned to adjourn the meeting at 7:57 and this was seconded by Nikki Penniman. The motion passed unanimously.

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Attached: Manager’s Report: Manager

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