

MINUTES

1. Chairman D'Amour called the meeting to order at 3:00 PM
2. All five Directors were present: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson, and Jim Paone. General Manager Ed Holt and Office Manager Marvel MacDonald were also present.
3. **Opportunity for public to comment on non-agenda items**
No public comment on non-agenda items.
4. **Approval of Minutes from June 20, 2024 Regular Meeting**
Director AhMu made a motion to approve the minutes from the March 21, 2024 Regular Meeting. The motion was seconded by Director Barbier and approved 4-0. Director AhMu arrived after the approval.
Ayes: Mark Barbier, Derek D'Amour, Shawna Jefferson
And Jim Paone
Noes:
Absent: Anthony AhMu
Abstained:
5. **Communications**
No Communications were presented for Board review
6. **Review of June Financial Statements**
The Board reviewed the financial statements for the month of June.
7. **Approval of Warrant No. 06/24 for \$101,545.75**
Director Jefferson made a motion to approve Warrant No. 06/24 for the amount of \$101,545.75. The motion was seconded by Director Paone and approved 4-0. Director AhMu arrived after the approval.
Ayes: Mark Barbier, Derek D'Amour, Shawna Jefferson
and Jim Paone
Noes:
Absent: Anthony AhMu
Abstained:
8. **Request to amend current employee handbook and reduce allowed vacation and sick leave**
Currently employees are allowed to accrue 600 hours of vacation and 600 hours of sick leave. As vacation is paid out at 100% of accrued time and vacation is paid out at 25% of accrued time it is management's opinion that this could place a financial burden on the District. Therefore, the current vacation and sick leave hours will be reduced from 600 hours accrual to 350 hours accrual.

9. **Managers' Report**

- The 14" line on Lake Estates Drive was repaired by District staff. It was not necessary at this time to have Triton Construction perform the repair. Additional repair to this line will be performed in winter when water demand is lower.
- Even though notices were sent out to all customers requesting water conservation due to the PCWA water system infrastructure damage, water usage has been very high. This is attributed to the extremely hot weather we have been experiencing. It is estimated that the repairs will be completed by 7/30.
- A program allowing the District to notify all customers, via cell phone messaging, of immediately of water emergencies will be looked into.
- Planning has begun regarding the alternative water source project on the Bear River Canal. Funds received from the PCWA grant will be used for this portion of the project.
- Paving of the parking lot at the District Office is being considered.

10. **Closed Session**

Closed session was not necessary at this meeting.

11. **Board's general discussion**

A brief discussion or report of general items, not specifically noted on the agenda, was not necessary at this meeting.

12. **Adjournment**

Director Paone made a motion to adjourn the meeting at 3:35. The motion was seconded by Director AhMu and approved 5-0.

Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson
and Jim Paone

Noes:

Absent:

Abstained:

Approved August 15, 2024