

Swan Creek Water District

Record of Proceedings

August 8, 2007

Trustee Kazmierczak called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll call attendance showed the following Board members present: Bob Westmark, Rick Kazmierczak, David Schultz, Mark Fowler, and Walt Lange. Also present was, Tina Whalen, Manager and Tom Shelley, Inspector. Visitors included: Jim Leu, and Alan Raven. Visitor List Attached

Minutes Approval – **Motion** was made by Trustee Westmark, seconded by Trustee Lange, to approve the minutes from July 25, 2007. Roll Call Vote: Kazmierczak, yes; Westmark, yes; Schultz, yes; Fowler, abstained; and Lange, yes. Motion Carried

Manager's Report

Cash Summary by Fund Report was given to the Board for review.

Fund Ledger for July was given to Bob Westmark, Treasurer.

Resolutions 2007-26 thru 2007-27 were presented and signed by the Board. The details of these resolutions are noted in the July 25th minutes.

July's Bank Statements & Reconciliation were reviewed and initialed by the Board.

July's Investment Statement was reviewed and initialed by the Board.

Treasurer's Report

Bill Payments – After review of the bills,

Resolution 2007-28 was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$2,147.39. Roll Call Vote: Schultz, yes; Fowler, yes; Kazmierczak, yes; Westmark, yes; and Lange, yes. Motion Carried

Inspector's Report/Concerns – None

New Business – None

Old Business

Agreement with The Village of Delta and Don Keil – No update, still waiting to hear back from Delta.

Survey Status – Trustee Kazmierczak reported that he spoke to Litha and she is working on the maps and he hopes to have them by the next meeting.

Burch Drainage Issue at 4737 CR 1-2

- Trustee Kazmierczak reported that the elevations are still not done and he does not want to respond until he has the results. The county has the elevations they did before the water line was installed and Trustee Kazmierczak would like to compare them.
- Trustee Fowler stated that he did not feel that this is the District's responsibility and that by doing anything will be taking responsibility for the drainage problem over there.

News Letter – The Board reviewed the latest draft of the news letter. Mrs. Whalen gave the options of having it printed in color (\$0.16/ea.) or having it printed in black ink (\$0.07/ea.) on colored paper. Due to the cost savings, Trustee Lange stated that he felt that it should be in black ink on the canary paper. Although the color ink looks much nicer, the Board agreed to have 2,500 copies of the newsletter printed in black ink on canary paper.

Mrs. Whalen also reported that The Key could not distribute to all Township residents without distributing to other areas. The Board agreed to just have them deliver to the routes that are only in the Township and possibly mail the ones that will not be covered.

Resolution 2007-29 was motioned by Trustee Lange, seconded by Trustee Westmark to have the newsletter printed and distributed in The Key Shoppers News with a cost not to exceed \$400.00. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried.

Other Old Business

State Audit - Mrs. Whalen reported that the State Auditor's Office is done with the planning of the District's audit and has started that actual audit. They will be sending a letter of engagement with the estimated cost of the audit. Mrs. Whalen said that she was working on the notes to the financial statements and would keep the Board updated.

Public Forum - None

Adjournment – At 6:40 p.m. Trustee Kazmierczak moved to adjourn seconded by Trustee Westmark. Roll call vote: Schultz, yes; Lange, yes; Fowler, yes; Westmark, yes; and Kazmierczak. Motion Carried.

Meetings

- Next two regular meeting will be held on Wednesday, August 22nd and September 12th at 6:00 p.m.
- Regular meetings are held on the 2nd and 4th Wednesday of every month at 6:00 p.m.

SWANCREEK WATER DISTRICT BOARD

Walter Lange
Secretary, District Board