

# Swan creek Water District

Record of Proceedings

January 9, 2008

The meeting began with The Pledge of Allegiance at 6:30 p.m.

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: John Harding and Tim Phillips from Henry County; Jim Leu, Alan Raven and Dawn Wheatley. Visitor List Attached

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Westmark, to approve the minutes from December 19, 2007. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Westmark, yes; and Lange, yes. Motion Carried

## Henry County

John Harding and Tim Phillip from Henry County Water & Sewer District were present to express their interest in possibly purchasing water from Swan creek Water District for the town of Colton. After reviewing maps, it was determined that Colton is between CR 4 & 5; the closest line we have right now is about 5 miles away at 5 & E; Trustee Kazmierczak will check with Ziad from Fulton County to see if the District would even be allowed to sell water to Henry County and then will follow up with Mr. Harding

Trustee Kazmierczak left the meeting at 6:55 p.m.

## Manager's Report

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

**Resolutions** 2007-53 thru 2007-55 were presented and signed by the Board. The details of these resolutions are noted in the December 19<sup>th</sup> minutes.

**Purchase Orders** and Blanket Orders for 2008 were given to the Board for review and signature.

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

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

**2008 Temporary Appropriations and Revenue Budget** were given to the Board for review.

**Resolution 2008-01** was motioned by Trustee Westmark, seconded by Trustee Fowler to approve the Temporary Appropriation and Revenue Budgets for 2008. Roll Call Vote: Schultz, yes; Lange, yes; Westmark, yes; and Fowler, yes. Motion Carried

**2008 Revised Budget** – Tina reported that the year end financial reports are complete and the 2008 budget was revised to reflect the actual beginning balances. After review of the revised budget:

**Resolution 2008-02** was motioned by Trustee Westmark, seconded by Trustee Lange to approve the revised 2008 budget. Roll Call Vote: Fowler, yes; Schultz, yes; Westmark, yes; and Lange, yes. Motion Carried

**Broadband Services** – Tina reported that Windstream has offered high-speed broad band service for only \$24.99 a month with free activation and a free modem (after rebate). The fax machine does not get used very often, so she would get rid of the fax line and just use the phone line for the fax machine and there would be no additional monthly cost.

**Motion** was made by Trustee Westmark, seconded by Trustee Fowler to allow Tina Whalen to get high-speed broad band service for the office. Roll Call Vote: Schultz, yes; Westmark, yes; Lange, yes; and Fowler, yes. Motion Carried

## Treasurer's Report

**Bill Payments** – After review of the bills,

**Resolutions 2008-03** was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$9,538.92. Roll Call Vote: Schultz, yes; Fowler, yes; Westmark, yes; and Lange, yes. Motion Carried

**Inspector's Report/Concerns**

**Electrical Quotes for Road 2 Master Meter Pit** – Tom reported that he had two electrical contractors quote the job to rewire the pump and reinstall the electrical pole at the Road 2 master meter pit. Patchen Electric quoted \$610.00 and Absolute Electrical Solutions (AES) quoted \$330.00. After further discussion:

**Resolution 2008-04** was motioned by Trustee Westmark, seconded by Trustee Lange to contract with AES to rewire the pump and install the electrical pole at the Road 2 master meter pit for an amount not to exceed \$400.00. Roll Call Vote: Fowler, yes; Schultz, yes; Westmark, yes; and Lange, yes. Motion Carried.

**Old Business**

**NE Fulton County Water Project** - No Update

**CR 1-2 Bridge Replacement and Road Widening Project** – Trustee Kazmierczak discussed this topic before he left.

Jeff from the County Engineers office called and left a message asking how the District was coming along and to inform us that their records were destroyed and they do not have a copy of the road permit for the Phase V Project. Trustee Westmark checked with County Recorder's office to see if an easement was obtained for 6470 County Road 1-1 and there was none at the time of the construction. The Board reviewed an e-mail from Bobbie O'Keefe. Trustee Kazmierczak has searched through files and minutes and cannot find anything to shed light on this topic.

The Board agreed that Trustee Kazmierczak should contact the County Engineer's office to propose that they split the cost of moving the water line for the County's project.

**Forrest Mobile Home Park** – No Update

**New Business**

**Bobbie O'Keefe's Hourly Fee Agreement** – Tina presented the Board with a revised agreement from Mrs. O'Keefe increasing her hourly fee by \$10.00 and changing the billing from ¼ to tenths of an hour which she has been doing anyway. After review and discussion:

**Resolution 2008-5** was motioned by Trustee Lange, seconded by Trustee Westmark to allow Trustee Kazmierczak to sign Bobbie O'Keefe's Hourly Fee Agreement. Roll Call Vote: Schultz, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried.

**Public Forum** - None

**Adjournment** – At 7:19 p.m. Trustee Lange moved to adjourn seconded by Trustee Westmark. Roll call vote: Schultz, yes; Fowler, yes; Westmark, yes; and Lange. Motion Carried.

**Meetings**

- Next two regular meeting will be held on Wednesday, January 23<sup>rd</sup> and February 6, 2008 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

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Walter Lange  
Secretary, District Board