

Swan Creek Water District

Record of Proceedings
Wednesday, January 5, 2011

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

Roll call attendance showed the following Board members present: Bob Westmark, Dave Schultz, Walt Lange, Mark Fowler and Rick Kazmierczak. Also present was Tina Whalen, Manager, Tom Shelley, Inspector, and Chris Lauch, Assistant. Visitors included: Mr. Jewell, Alan Raven and Township Trustee, Jim Leu.

Minutes Approval – **Motion** was made by Trustee Walt Lange, seconded by Trustee Fowler, to approve the minutes from December 15, 2010. Roll Call Vote: Schultz, yes; Fowler, yes; Westmark, yes; Lange, yes; and Kazmierczak, yes. Motion Carried.

Manager's Report

Cash Summary by Fund Report for 2010 was reviewed by the Board.

Resolutions 2010-48 & 2010-49 were signed by the Board. Details of these resolutions can be found in the December 15th minutes.

December's Fund Ledger was given to the Board's Treasurer, Bob Westmark for review.

2011 Temporary Appropriations & Revenues after review and discussion:

Resolution 2011-01 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to approve the 2011 Temporary Appropriations & Revenues. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried

Purchase Orders were reviewed and signed by the Board.

New Fund Numbers and Transfers – Tina reported that she created two new funds, one is for Capital Improvement Fund and the other is for the Road 3/NEFC project. Part of the appropriations includes a transfer from General Operating to the Emergency Maintenance Fund to cap it off at \$50,000; and a transfer from General Operating to the new Capital Improvement Fund. The monies that are currently going into Emergency Maintenance can now go into Capital Improvement. After discussion:

Resolution 2011-02 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to transfer \$9,065 from the General Revenue Fund to the Emergency Maintenance, and \$75,000 from the General Revenue Fund to the Capital Improvement Fund. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried

Resolution 2011-03 was motioned by Trustee Fowler and seconded by Trustee Kazmierczak to redirect the \$0.52 per thousand gallons that was going into Emergency into the Capitol Improvement Fund. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried.

Treasurer's Report

Bill Payments – After review of the bills;

Resolution 2011-04 was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$13,982.80. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried.

Inspector's Report – None

Old Business

Water Rates - At the last meeting the Board reviewed the option of charging a user fee that would cover all fixed costs and then reduce the per 1,000 gallon water rate to reflect the cost of the water plus some capital improvement.

Trustee Lange presented a chart that he and Trustee Westmark prepared. This chart showed what the effect would be if they went to a fixed cost plus a reduced per 1,000 gallon rate. This would only benefit the larger volume users and it would reduce the Districts annual revenue. The Board agreed it was not feasible.

Tina Whalen suggested making no changes to the current rate structure, but to come up with a different rate for commercial users. The district currently charges \$5.00 per 1,000 for the hydrant usage.

Sandland Farms

Trustee Lange stated another special meeting was held on December 28th with the Brehms'.

Trustee Lange emailed draft minutes for the December 14th meeting & December 28th meeting to Tina Whalen and the Board for review.

Tina submitted an email from Attorney, Bobbie O'Keefe that states that if the Brehms' decide to extend the water main from where it stops by the trailer park that it would be a new project and that she could prepare a developer's agreement for the District. They would have to construct it according to the Districts specs and would have to turn it over to the District with a bill of sale before it was put into service.

Trustee Kazmierczak & Trustee Lange updated the Board on the discussions of the December 28, 2011 meeting. Ziad was present for this meeting and answered several questions, including engineering questions, knocking out the idea of the Brehms' tapping into the 24" main.

Tina presented copies of the property view from the County Auditor's website showing where the Brehms' want to install the line. Trustee Fowler said that he feels they should have to install the line to extend across the entire property and not half way. This would eliminate any future arguments on who would pay for that portion should the District ever extend from that line.

The Board discussed potential water rates for Sandland Farms. Trustee Kazmierczak suggested charging them the full price for the first 40,000 gallons and \$5.11 there after. The Board agreed with Trustee Kazmierczak. The next special meeting with Sandland Farms is January 12, 2011 at 1:30 p.m. The Board also needs to find out what the connection fee would be.

Road 3-NEFC – Tina Whalen said the County has the line in service and that the District will start billing for the County in March.

New Business – Trustee Kazmierczak reported that Mr. Schmidlin of 6163 S. Winding Way approached him about his driveway approach being raised.

Public Forum/Other - None

Adjournment – At 7:54 p.m. Trustee Westmark moved to adjourn seconded by Trustee Lange. Motion Carried

Meetings

- Next two meetings are scheduled for Wednesday, January 19, 2011 and February 2, 2011 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Bob Westmark

Mark Fowler

Rick Kazmierczak

David Schultz

Walter Lange - Secretary, District Board

Page 2 of 2

Record of January 5, 2011 Proceedings