

Swan Creek Water District

Record of Proceedings

Wednesday, November 16, 2011

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

Roll call attendance showed the following Board members present: Dave Schultz, Mark Fowler, Walt Lange, and Bob Westmark. Also present was Tina Whalen, Manager, and Tom Shelley, Inspector.

Visitors included: Mr. Jewel, and Township Trustee, Jim Leu.

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Schultz, to approve the minutes from November 2, 2011. Roll Call Vote: Fowler, yes; Westmark, yes; Lange, yes; and Schultz, yes.
Motion Carried.

Manager's Report

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

Resolutions 2010-56 and 2010-57 were signed by the Board. Details of these resolutions can be found in the November 2, 2011 minutes.

Appropriations and Revenues budget Revisions (includes Lee High Dr.) - Tina reported that she created a fund for the Lee High Project, and added revenues and appropriation budgets to this fund and also transferred \$1,000.00 from the general fund to this new project fund. After discussion and review of these reports:

Resolution 2011-58 was motioned by Trustee Westmark, seconded by Trustee Lange to approve the revised Appropriations, Revenues and Annual Budget. Roll Call Vote: Fowler, yes; Schultz, yes; Westmark, yes; and Lange, yes.

Purchase Orders were reviewed and initialed by the Board.

October's Investment and Bank Statements were presented to the Board for review and initial.

Treasurer's Report

Bill Payments – After review of the bills;

Resolution 2011-59 was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$6,676.10. Roll Call Vote: Schultz, yes; Fowler, yes; Westmark, yes; and Lange, yes. Motion Carried.

Inspector's Report - See CR 1-1 & Lee High Project Section.

CR 1-1 & Lee High Project

Status - Tom Shelley reported that Mika has installed 175' of water main down Lee High and S & S is supposed to start boring Thursday, November 17th.

He might need some help getting the new services changed over. He said if he did need help, he would take care of it through his contract and insurance.

Old Business

Property Owner/Renters Comments - Tina reported that she sent out letters to all the property owners that rent informing them they will start receiving the water bill for their rental properties. Mr. McQuade was not very happy about this and said it was not tax payer friendly. A couple others called and complained.

Sandland Farms – Tina reported that Hal Brehm called and said it might be several weeks before they are ready to meet again.

Petition for CR EF – Trustee Lange reported that Sean Shinaberry is suppose to call him and set up a time for the two of them to go out and knock on doors, but has not heard from him recently.

New Business

Resignation of Chris Lauch – Tina reported that Chris Lauch resigned and the Board reviewed her letter of resignation. Trustee Schultz asked which direction they should go in next with getting someone else to help out. Tina said she wants to get some help, but might wait until after the 1st of the year because she has some yearend online training coming up with the State Auditor and UAN and then yearend procedures. The goal with Chris was to train beyond filing and data entry, but it never worked out time wise.

Flower Fund – Trustee Schultz suggested having a flower fund for everyone to contribute to for when things come up. After discussion, everyone agreed that Tina would take care of anything that comes up and will collect the money from everyone to pay for it. Tina recently had a planter sent for Tom Shelley's mother who passed away and said that the cost is \$8.00 per person.

Public Forum/Other – Tom Shelley thanked the Board and Tina for the planter that was sent to the funeral home.

Adjournment – At 7:05 p.m. Trustee Lange moved to adjourn seconded by Trustee Fowler. Motion Carried

Meetings

- Next two meetings are scheduled for Wednesday, December 7, & December 21, 2011 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Bob Westmark

Mark Fowler

Rick Kazmierczak

David Schultz

Walter Lange - Secretary, District Board