

Hisega Meadows Water, Inc.
Board of Directors Meeting
February 8th,2016 @ 6:30 PM
Johnson Siding Fire Hall

BOARD OF DIRECTORS	(term)	(phone)	STAFF	(phone)
Larry Deibert-President	(2018)	343-3942	Scot Licht-Operator	393-5892
Craig Fischer-Vice President	(2017)	519-1837	Keith Lau-Manager	390-2963
Ron Brown-Secretary	(2016)	343-2999	Lona Lau-Bookkeeper	342-2254
Mick Blumer-Director	(2017)	605-310-9630		
Norm Tschetter-Treasurer	(2016)	348-3003		

President, Larry Deibert, opened the meeting at 6:30 PM. All members except Ron Brown were present (Ron was celebrating his birthday). No guests were present.

Scot gave the operator's report that included:
Scot is unable to keep #1 pump running; Temp Tech pump will come out to adjust the pump; Grimmes will come out to install the rebuilt #3 pump. Water samples coming back are looking very good. We'll need fewer tests in 2016.

Keith stated that several people only pay every two or three months rather than monthly. After discussion about individuals that are more than 60 days late in paying, Norm made a motion to send a certified letter to any member over 60 days late with their payment; at the end of 90 days the water would be shut of until full payment was made. Motion died for lack of a second. Craig made a motion to raise the late fee from \$10 to \$20 effective July 1, 2016. Norm seconded the motion, which passed unanimously.

Some discussion concerning the discrepancy between gallons pumped and gallons sold: 1)Cost for a new master meter in the pit would be approx. \$350; 2)contact Rural Water to have them conduct a pressure test on different zones in our system. The test may need to wait until warmer weather in late April or early May. Norm made a motion, Mick seconded to contact Rural Water. Motion passed unanimously.

Lona's report: Some questions were raised about the accountability procedure at First Interstate Bank. 1)Should we bond the individuals that are on the signature care at the bank? 2)Who has authority to transfer funds from the Savings account to the Checking account? 3)Can anyone withdraw funds from savings account without the funds going through the checking account? 4)Lona will check on the cost to bond individuals, who have check signing privileges, at the \$250,000 and \$500,000 levels.

Approval of the January 11, 2016 minutes. Mick made a motion; seconded by Norm. Motion passed.

On a motion by Mick with a second by Norm, the board unanimously agreed to pay Advanced Engineering's December invoice in the amount of \$1,544.40 but hold off on the January invoice of \$3,448.10 until we can have discussion about some of the billed hours. In addition, Mick made a motion that was seconded by Norm to pay Quinn Construction their January invoice of \$18,472.00, which also included approval of the CCO #3 as long as we still have opportunity to challenge some of the items in the change order. Motion passed unanimously.

The Board reviewed the summary of costs provided by Quinn Construction for the work performed in locating the Dahl service line. Grave concern was expressed in the number of hours shown for both labor and equipment costs. Mick submitted a revised sheet showing the number of hours spent on locating the service line after November 1 along with the fact that certain equipment was already gone from the site by November 1.

Motion by Craig, second by Mick to sign the Certificate of Substantial Competition for Phase 2 work performed by Quinn Construction. This certificate does not mean that Quinn has completed their work. Board unanimously passed the motion.

The board agreed on a motion by Norm and second by Craig to pay the \$2,000 fee to FourFront Design for the work they performed on the Phase 3 (Pump house) presentation to West Dakota Water Development Board.

Mick discussed the plans drawn by Scot Licht (with appreciation from the board for the great job done in preparing the plans). The Board is attempting to receive at least two bids from contractor's in each discipline required to construct the new Pump House. The prices need to be tabulated and submitted to the WDWD Board administrative assistant by February 25th. Some prices have already been submitted. All staff and Board members are invited to attend the March 8 WDWD meeting.

Larry reported that the Mullivan concrete curb should be installed at least by February 19.

Larry reported that John Nelson has been working with Keith on file naming convention as well as providing a secure backup of the HMWI system on an automated basis. The cost should be around \$60/year for an offsite backup.

Larry provided copies of all the easements recommended, by Ron Bengs, to be vacated. Norm made a motion to accept all easements recommended. Mick seconded the motion, which was passed unanimously. The above easements all fell within the areas affected by Phase 1 & 2 upgrade projects.

Being no further business, the meeting was adjourned at 8:50 PM; the next meeting will be March 14th, same time, same place.

Respectfully submitted,

Larry Deibert
Substitute Secretary