

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
August 9, 2018**

Call to Order:

7:15 P.M.

TWSD Board Members Present:

Larry Morris, Gary Cammarata and Duff Comstock
(Absent – Barry Gager and Bruce Boydston)

Other TWSD Present:

Edd Berchem (TWSD accounting services)

Residents Present:

None

Minutes:

The draft July 12, 2018 monthly Board meeting minutes was approved (3-0) by the Board,

Financial:

Accounts payable was reviewed by the Board. Checks dated August 9, 2018 (# 8833-#8844) were signed. Check # 8843 (to Billing System vendor SEE – **Billing System (New)** below) was withheld until certain problems are resolved. All checks except #8843 were unanimously approved for issue (3-0) by the Board.

Checks Printed (Guaranty Bank and Trust) and issued (8/9/2018) for billings were #8833 through #8844 (less check #8843). Beginning check #8833 reconciles to check #8832 issued on 7/12/2018.

Register (Guaranty Bank and Trust) - Cash Reserve Report – Reconciliation – The beginning balance (8/9/2018 report) reconciles to the ending balance from the prior monthly Board meeting (7/12/2018 report).

Register (Chase Bank) - Cash Reserve Report – Reconciliation - The beginning balance including deposit (8/10/2018 report) reconciles to the ending balance from the prior month (7/13/2018 report). This report was submitted by email on the day following the Board meeting.

TWSD Financial Statements for January 1 – July 31, 2018. Copies of the Financial Statements were not available to all three board members. Gary Cammarata and Larry Morris examined the one available copy. They

found no exceptions. Edd Berchem will email all Board members copies of the Financial Statements. Based on Gary and Larry's recommendations the Board unanimously (3 to 0) accepted the current Financial Statements subject to examination of email Statements.

Cut-Off List – Residents on the list were reviewed by the Board

Billing System (New) – The New Billing System was discussed. It appears that the New Billing System is not set up on a Table Basis which would allow TWSD to make changes in rates without program changes being required.

Edd Berchem also indicates that he is not able to enter water usage into the quarterly billing system. The Billing System programmer is indicating that it must be entered by the Billing System programmers.

Therefore, an amount due (Chk #8843) to the Billing System Vendor will be withheld until TWSD can get the noted problems resolved. Barry Gager will be requested to confer with the Billing System Vendor

Billing Form – The Board reviewed and discussed the format of the current billing form sent to residents. This form is the initial billing form sent to all residents showing the amount they owe for the past quarter. This form also indicates that if the bill is not paid by the due date, a \$15.00 penalty will be added to the balance due.

For the first quarter of 2018 six (6) residents who paid prior to the due date, erroneously paid the \$15.00 penalty. For the second quarter of 2018 twenty (20) residents who paid prior to the due date, erroneously paid the \$15.00 penalty.

The inclusion of the \$15.00 penalty on the billing form does not seem to satisfy any TWSD "need". It should be noted that the extra \$15.00 paid by a resident will be a credit on the resident's account and subtracted from the next quarter's balance due.

Gary Cammarata made a motion for a vote on removing the mention of the \$15.00 penalty from the billing form. The motion was not seconded and therefore no vote occurred.

Old Business:

System operation – The chlorine system, pumps and SCADA system are working properly. There is a need to prime the Chlorine pump. Chlorine was delivered Tuesday morning.

Lambert Ranch & Dominion Water – TWSD Attorney indicates that he has sent the Lambert easement information to the appraiser. The **Dominion Water** - Board also discussed the Feasibility Study for bringing Dominion Water to TWSD.

New Business:

Lot # 10: Larry Morris Reported that 10t# does have a waterline break.

Penley: The TWSD attorney sent (about an hour before the Board meeting) the TWSD Board a Petition for Exclusion that he just received from the proposed Devils Head Metropolitan District. The Board examined the Petition and concluded that it needs much more information before any conclusions could be formulated.

Adjourn:

8:42 P.M.

Submitted by:

Gary D. Cammarata
TWSD Board Secretary