

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
December 14, 2017**

DRAFT

Call to Order:

7:05 P.M.

TWSD Board Members Present:

Larry Morris, Barry Gager, Gary Cammarata, Bruce Boydston and Duff Comstock

Others Present:

Edd Berchem (TWSD accounting services)
Timothy J. Flynn (TWSD attorney)
Courtney Hemenway (Groundwater Consultant / Lambert Project)

Resident Present:

Evelyn Rinker (Lot #101)

Resident Discussion:

Evelyn questioned the projected routes of pipelines for the Lambert Ranch Well(s). She had the mistaken belief that there would be pipelines crossing her property. The Board assured her that there would not be pipelines crossing her property. There will be a pipeline going down the road (Cherokee Pl) to the east of her property.

Evelyn also indicated that she had heard that the Board was considering “outsourcing” the Board responsibilities because we couldn’t get volunteers to run for the Board positions. The Board explained that an article had been written for the ICRIA Newsletter. The article addressed some of the responsibilities of the Board and indicated a need for volunteers for the Board positions in the near future.

Minutes:

The draft November 9, 2017 monthly Board meeting minutes was approved as amended by the Board 5-0.

Lambert Ranch – Courtney Hemingway:

The Board and Courtney Hemenway discussed the present status of the Lambert Ranch ground water project. The water rights were purchased

some time ago. The pipe line, electrical cable and well locations on Lambert Ranch have been surveyed and engineered. However, there are still some adjustments being performed by engineering. The pipeline, electrical cable locations outside of Lambert Ranch have not been determined. The very small areas that involve an Indian Creek resident's property have not been precisely determined. All areas that need easements need to be precisely identified with surveys so that the legal process for all easements can be addressed by Timothy J. Flynn at the same time.

The discussion indicated that we need to get the Lambert Ranch survey of proposed easements and engineering to Timothy Flynn, Board attorney. He will handle the appraisal and subsequent easement negotiations with Lambert Ranch. Tim will handle obtaining needed permits. After the easements are approved the Board will obtain a project manager to plan and supervise the project development and operational conclusion.

Mr. Hemingway recommends that the well be put in before we put in pipelines and electrical.

The project manager will obtain bids for access construction, well construction, pipeline construction across Lambert Ranch and to mainline connection on Rainbow Creek Road.

A project management time line and funding requirements schedule must be created to allow the proper lead times for obtaining needed funding in a timely manner.

Larry Morris also had questions on problems with well #3. Courtney Hemingway will get back to the Board with an answer.

Larry Morris also ask about a high cost figure received from IREA on electrical costs to the well. Courtney indicated that there might be alternatives which would lower the cost amounts. There will be a follow- up on the estimated cost figures.

Financial:

TWSD Budget - Year Ending December 31, 2018 – Timothy J. Flynn

Timothy J. Flynn (TWSD attorney) presented and discussed the final 2018 TWSD Budget. Barry Gager (TWSD Treasurer) discussed certain proposed adjustments to the Budget, primarily concerned with not moving of dollar amounts between the three TWSD Budget funds. Timothy J. Flynn agreed to amend the 2018 Budget to include appropriate adjustments.

Timothy J. Flynn presented resolution documents to be voted on by the Board. The resolutions are as follows:

Resolution 2017-12-1 Vote for 5 to 0

Summarizing expenditures and revenues and adopting a Budget for Thunderbird Water and Sanitation District for the calendar year ending December 31, 2018.

Resolution 2017-12-2 Vote for 5 to 0

Appropriating sums of money for the Thunderbird Water and Sanitation District in the amount and for the purpose set forth in the 2018 Budget.

Resolution 2017-12-3 Vote for 5 to 0

Levying general property taxes for the year 2017 to help defray the costs of government for the Thunderbird Water and Sanitation District for the 2018 Budget year.

All Resolutions were signed by TWSD President Larry Morris and TWSD Secretary Gary Cammarata.

In addition, the TWSD President, Larry Morris, signed the Certification of Tax Levies for Non-School Governments and the TWSD Secretary Gary Cammarata signed the Certification of Budget.

Accounts payable was reviewed by the Board. Checks issued December 14, 2017 were signed and unanimously approved (5-0).

Checks written and issued for bills (Guaranty Bank and Trust) were #8713 through #8731. Beginning check #8713 reconciles to the ending check for last month's approved checks #8712.

Register - Cash Reserve Report - The beginning balance (12/14/2017) reconciles to the ending balance from the prior monthly Board meeting (11/9/2017).

TWSD Financial Statements for January 1 – November 30, 2017. The Financial Statements were reviewed and discussed by the Board. No exceptions were noted. The Board unanimously accepted (5 to 0) the Financial Statements.

Back up flash drive was exchanged between the Treasurer and Accounting Services.

Old Business:

New Billing System – Edd Berchem presented to the Board a summary of three new billing systems that he has reviewed. The systems and the current system were discussed with the Board. Edd will contact each of new billing systems to obtain additional information and see if they will let TWSD make a trial run using actual TWSD billing info for a quarter and to see how well each is compatible with the present accounting system (QuickBooks).

System operation. The SCADA system, pumps and chlorine systems are operating properly.

Adjourn:

10:17 P.M.

Submitted by:

Gary D. Cammarata
TWSD Board Secretary