

**HAYDEN LAKE RECREATIONAL WATER AND SEWER DISTRICT
MINUTES OF REGULAR MEETING
MARCH 26, 2014**

CALL TO ORDER

Chairman Walker called the meeting to order at 4:00 p.m. Board members present were Ed Short, Ed Burke and Carole Stringer. Board member Ed Graves was absent. Attorney Mike Schmidt, Engineer Steve Cordes, Superintendent Dustin Jacobson, Accountants Ken Thompson and Stephanie Sherman were present as representatives of the Board. Ken Windram from HARSB, Frank Reed and Charlie Wrens were present as visitors. Administrator Lynn Hagman recorded the minutes of the meeting.

AGENDA / MINUTES

Board member Stringer moved to approve the agenda for this meeting, seconded by Board member Burke. The motion carried.

Board member Stringer moved to approve the minutes of the March 12, 2014 meeting subject to Attorney Schmidt's edits. Board member Short seconded the motion. The motion carried.

CITIZEN CONCERNS

Mr. Frank Reed, 11792 N. Kensington Ave. requested the meeting agenda be placed on the District web site and asked if it could also be sent out to people. Board member Stringer asked the Administrator to place to agenda on the District web site and stated that the agenda is also posted on the front door of the building. Mr. Reed informed the Board that he has a vacant lot and wanted information on the extra ER he has. Attorney Schmidt suggested he come in to the office and talk with the Administrator about the covenant of consolidation letter.

Mr. Charlie Wrens, 11120 Strahorn Rd., questioned the Board about the proposed dry hook-up fees and wants to know what is going on with this. Chairman Walker explained that this is only proposed and no decision has been made as to the fees yet. Chairman Walker informed Mr. Wrens that this issue will be on the next agenda for discussion if he would like to attend for more information.

ENGINEER

Steve Cordes informed the Board that he and Board member Burke will be meeting with the Country Club at 4:30 today. The Country Club may have a proposal to relocate the lift station.

Mr. Cordes stated that he is proceeding with the rest of the lift station designs. There may be some alignment changes for Canterbury Cove but will stay in the right of way and eliminate the easement agreement.

ACCOUNTANT

Ken Thompson reviewed the financial report and the list of invoices for payment. Mr. Thompson pointed out that \$385,212.50 will be paid to US Bank on the LID6 bonds.

Board member Short moved to approve the financial report and pay the invoices. Board member Stringer seconded the motion. The motion carried.

Attorney Schmidt informed the Board that he has researched the question of how much the FDIC insurance is at the banks and the limit is \$250,000. Mr. Thompson informed the Board that the District has over one million in the bank and discussed possibly opening two more bank accounts. Chairman Walker questioned why we don't continue to use the State Treasurer's Pool. Attorney Schmidt stated that the State Treasurer's Pool is not insured and questioned purchasing insurance for the extra funds in the bank. Mr. Thompson felt it would be easier to create accounts at new banks.

Board member moved to pursue where the District should open new accounts and to have Mr. Thompson bring documentation back to the Board. Board member Short seconded the motion. The motion carried.

KEN WINDRAM – HARSB

Mr. Windram discussed the placement of an antenna for pump station radio communications. Research was done for several locations and Packsaddle is the best location. Mr. Windram explained that the antenna will be a regular power pole and it will have a small antenna on the top.

Board member Stringer moved to give HARSB permission to locate the antenna on the District easement at the Packsaddle location. Board member Short seconded the motion. The motion carried.

ATTORNEY

Attorney Schmidt presented an organizational chart and a draft employee evaluation form and performance review reference guide. Mr. Schmidt asked Board members to review these documents for discussion at a later date.

Mr. Schmidt then presented a document regarding the FDIC insurance and gift limitations for employees. Mr. Schmidt reviewed the document with the Board and suggested the legal access to the personnel files be an addition to the personnel policy discussion.

Mr. Schmidt informed the Board that he will be working with Superintendent Jacobson on the easement for Sandy Cove and the Clarkhouse next. Mr. Jacobson informed the Board that the Clarkhouse easement should be fine and discussed the conditions for Mr. Ambrose and Mr. Nerras. The Sandy Cove easement conditions with Mr. Sines and Mr. Clark were also discussed.

KEN WINDRAM – HARSB

Mr. Windram discussed the flow data information and showed charts for several lift stations and where the peaks were. Superintendent Jacobson discussed smoke testing to see if anyone has sump pumps or rain gutters going into the system. Flows at H-2, H-4 and H-5 were discussed.

Mr. Windram informed the Board that bids for the plant will be opened on April 9, 2014.

BOARD DISCUSSIONS / APPROVALS

The pay request from HARSB was reviewed and Board member Stringer moved to accept the pay request, seconded by Board member Burke. The motion carried.

Board member Burke discussed the results from the meeting with the Country Club. The Country Club had several ideas from moving the lift station to getting grants. The distance from the lake is a concern for Club members.

HARSB REPORT

Chairman Walker gave a brief report on the HARSB meeting stating that there was just the regular business discussed.

ADJOURN

With no further business before the Board, at 5:40 p.m. Board member Short moved to adjourn, seconded by Board member Burke. The motion carried.

Todd Walker, CHAIRMAN

Lynn Hagman, ADMINISTRATOR