

Rural Water District No. 3
Minutes
Board Meeting, December 5, 2023

Board Members Present: Bill Fouts, Dennis Barrett, Donna Courtney, David Webster, Kathy Clark, Johnny Culbertson and Stan Eichorn

Board Members Absent: Matthew Romero and Tyler Wright

Employees: Susan Jentzsch

Contractor: Rick Courtney

Meeting called to order at 7:00pm by Vice Chairman, Johnny Culbertson

Minutes: Dennis Barrett made a motion to approve the November 7, 2023 minutes. Donna Courtney seconded the motion. Motion carried.

GUESTS: Dillon Minckley, Chris Troxel, Lucas Schull

- Dillon Minckley approached the Board about moving Chris Troxel's (153) meter to the 8" line on County Road 1077 to be able to have space on the line along 2300 Rd to add his meter. Dillon will pay for the expense of moving Troxel's meter as well as come in and apply for his own meter. All this is contingent on the Engineer approving the plan.
Jerry Brandt
- Jerry Brandt (021) came in to talk to the Board regarding a leak in his water line. His meter is not on his property. It is inside the fence of the property for the Electric Company. Jerry thought he owned the property, but was told by Electric workers that they own the land. Susan Jentzsch will call the Courthouse to find out who is the owner of this property. If Jerry owns the property he needs to get the leak fixed. If he does not own the property then he needs to pay to have the meter moved to his property.

REPORTS:

Contractor's Report (Rick Courtney)

- Presented estimates to have the pump house meter repaired. After reviewing estimates Kathy Clark made a motion to have C&B Equipment repair the pump and for Curtis Instrumentation Services to finish up other repairs. David Webster seconded the motion. Motion carried.
- Randy Kitchen needs to have his meter reset 200 feet down the line. Dennis Barrett made a motion to reset the meter and the District will cover any costs up to \$500. Anything over that Randy will have to pay. Bill Fouts seconded the motion. Motion carried.
- The Master Meter on Route 5 has been repaired.
- The water pipe that was uncovered on the Spur Lake property has been reburied.

Office Report Susan Jentzsch

- Water loss for the Whole District for was not available because Master Meter #5 is currently down.
- Monthly income statements were presented and are on file at the District Office
- Received a bid for Snow Removal by The Grounds Guys. Dennis Barrett made a motion to approve the bid. Stan Eichorn seconded it. Motion carried.
- Received an engagement letter for the annual audit by Acord Cox & Scott, LLC. Dennis Barrett made a motion to have Acord Cox and Scott LLC complete the audit. David Webster seconded it. Motion carried.

- Received CD rates from First Option Bank. Dennis Barrett made a motion to move half of the Money Market Account to a 6 month CD. Bill Fouts seconded it. Motion carried.

Motion to approve bills to date was made by Dennis Barrett. Kathy Clark seconded it. Motion carried.

Meter Subscription Applications:

- Brian and Jennifer Cornett 23901 W 391st St was approved by the Engineer. Dennis Barrett made a motion to approve this meter. David Webster seconded it. Motion carried.
- 1180 Enterprises 36845 Hedge Lane Rd meter transfer was approved by the Engineer. Donna Courtney made a motion to approve this transfer. Kathy Clark seconded it. Motion carried.

OLD BUSINESS

Projects:

Water loss

Will have a water loss report for January meeting since Master Meter#5 is operational

Holding Tank & Pump House Project

- On Hold

Water Meters and Line Extensions

1. William Bucher - 383rd & Plum Creek on hold
2. Eric Sandberg - 367th Road Crossing. On hold until interest rates drop.
3. Jay Lucas - Pressonville Road easement signed. Waiting on County to approve subdivision.
4. Riley England-37440 Crescent Hill waiting on signed easement
5. Courtney McConico – County Road 1077 will need to get Linn County Road permit

Legal Issues

PWWSD#13

- Rates will be staying the same.
- No meeting for December

NEW BUSINESS

- Lead and Copper Lines discussion was tabled until the January meeting.
- Courtney’s Contract and Office Staff Raises for 2024 was tabled until January meeting.
- Property for a shop was tabled until January meeting.

ADJOURN

Donna Courtney made a motion to adjourn. Stan Eichorn seconded it. Motion carried

Chairperson

Secretary