***May 20, 2020***

***Monthly Minutes***

***Roll Call:*** *Board members present for zoom monthly meeting that answered to roll call Penrod, Wilson, Cartwright, Kiso and Thompson presides. Also present T. Decker and J. Jones.*

***Approval of Monthly Minutes 04/15/2020:*** *motion was made by Board member Wilson to accept monthly minutes as presented and second by Board member Cartwright. On a call by the chair for ayes and nays motion carried.*

***Approval of Treasurer’s Report and Monthly Bills:*** *motion was made by Board member Penrod to accept treasurer’s report and to pay monthly bills as presented and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

***Approval of contract with Trout Beeman & Co., P.C. audit year ending Sept. 30, 2019:***

*Motion was made Board member Penrod to approve contract with Trout Beeman & Co., P.C. to preform year end accounting ending Sept. 30, 2019 and second by Board member Kiso. On a call by the chair for ayes and nays motion carried. Aye Penrod, Aye Kiso, Aye Wilson, Aye Cartwright, Aye Thompson.*

***Approval of adjustments to Utility billing:*** *motion was made by Board member Wilson to accept adjustments to utility billing as presented and second by Board member Cartwright. On a call by the chair for ayes and nays motion carried.*

***Discuss/Approve waiving of shut off schedule and penalties:*** *motion was made by Board member Penrod to renew the board’s decision to temporarily suspend water disconnects for non-payment in response to COVID-19 through June 30, 2020, and to review this policy again at the next board meeting and second by Board member second by Board member Kiso. On a call by the chair motion carried. Aye Penrod, Aye Kiso, Aye Wilson, Aye Cartwright, Aye Thompson.*

***Approval of Leak adjustments;*** *David & Crystal Holm – Shawn Goodin: Motion was made by Board member Wilson to approve leak adjustment for David & Crystal Holm in the amount of $201.20 and second by Board member Cartwright. On a call by the chair for ayes and nays motion carried. Aye Wilson, Aye Cartwright, Aye Kiso, Aye Penrod, Aye Thompson.*

*Motion was made by Board member Penrod to deny leak adjustment for Shawn Goodin in the Amount of $350.00; does not meet criteria for leak adjustment. 1. Leak did not occur on service line between meter and house. 2. Leak was on secondary line to barn hydrant. 3. Leak not fixed. And second by Board member Cartwright. On a call by the chair for ayes and nays motion carried. Aye Penrod, Aye Cartwright, Aye Wilson, Aye Kiso, Aye Thompson.*

***Decker Report of operations, monthly billing and water quality:*** *J. Jones presented report (copy enclosed as part of these minutes) The district has a customer 14405 CC Hwy that has a leak and the meter sets in the state’s right away. The district needs to move meter out of state right away and place on customer’s property. To move meter and place on customer’s property will cost approximately $2,000.00 - $2,500.00. Motion was made by Board member Wilson to relocate meter from state right away and to place on customer’s property not to exceed cost of $2,500.00 and second by Cartwright. On a call by the chair motion carried. Aye Wilson, Aye Cartwright, Aye Kiso, Aye Penrod, Aye Thompson.*

*Admin building is completed, had final inspection from Clay County. Sewer system is completed. Micro Comm. should be finished today.*

*Water line is laid up to NE 188th St. and BacT’s have been completed. All of the five fire hydrants are installed and four are in service. Services are reconnected up to NE 184th St. Main line is approx. 85% installed. 14,600 ft. installed of the 15, 881 ft. total. Water line is installed in spots between NE 188th and CC Hwy, our goal is to have all the main line installed by the end of the week.*

*Jackie Green’s meter is ready to ship tomorrow to be tested, this will take approximately two weeks.*

***Public Comment:*** *public moment will be allotted five (5) minutes per person;*

*No public present.*

***Board President Comments:*** *Board President Thompson thanked the board members, T. Decker and J. Jones for all their cooperation and patients during this time.*

***Adjournment:*** *motion was made by Board member Penrod to adjourn this zoom meeting and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

*Jack Thompson, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*PWSD #3 President*

*Attest:*

*Rita Waters, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*PWSD #3 District Clerk*