***April 15, 2020***

***Monthly Meeting***

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

***Approval of Board appointments and approval of Clerk and Treasurer:***

*Motion was made by Board member Penrod to appoint Board member Jack Thompson to set as Board President and second by Cartwright. On a call by the chair for ayes and nays motion carried.*

*Motion was made by Board member Kiso to appoint Linda Penrod to sub-district #4 and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

*Motion was made by Board member Wilson to appoint Linda Penrod as Vice President and second by Board member Cartwright. On a call by the chair for ayes and nays motion carried.*

*Motion was made by Board member Penrod to appoint Rita Waters as District Clerk and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

*Motion was made by Board member Penrod to appoint Debbie Reeves as District Treasurer and second by Board member Kiso. On a call by the chair for ayes and nays motion carried.*

***Approval of Monthly Minutes 02/19/2020:*** *motion was made by Board member Kiso 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 adjustment to utility billing:*** *motion was made by Board member Kiso 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.*

***Jackie Green:*** *High usage water bill; Mrs. Greens concern was with high water bill she received in March in the amount of $957.70; she was bill for 56,100 gallons of water. She feels this was billed in error.*

*T. Decker explained to Mrs. Green that the meter can be tested to see how accurate the meter is. If the meter test accurate the cost of the testing would be at your expense.*

*The district profiled the meter and it shows date and time water went through the meter.*

*Board President Thompson said the district would check into this further.*

***Discuss/Approve waiving of shut off schedule and interest:*** *motion was made by Board member Penrod to authorize temporary water disconnects for non-payment in response to COVID -19 retroactive to March 22, 2020 to remain in effect till last day of May 2020 to review at each months meeting thereafter 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*

*Motion was made by Board member Penrod that interest of 5% will still apply for any outstanding balance on the account after the 15th of the month and second by Board member Cartwright. On a call by the chair for ayes and nays motion carried. Aye Penrod, Aye Cartwright, Aye Kiso, Aye Wilson, Aye Thompson*

***Discuss/Approve leak adjustment guide lines:*** *Board member Wilson presented spread sheet and recommendation for adjustment guide lines:*

*Motion was made by Board member Penrod to extend time period from 30 days to 90 days to apply for leak adjustment, to extend time to fix leak from 30 days to 45 days, to raise leak adjustment amount from $300.00 to $350.00 and to set schedule amount to repay leak balance of leak 15% of any leak less than $500.00, 10% for any leak balance of $501.00 to $999.99 and 5% for any leak balance for total greater than $1,000.00. Reset disconnect of service as outlined in Rules and Regulations with approval from USDA retroactive to February 19, 2020 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*

***Approval of Leak Adjustments:*** *Jonathan Brocato, Teresa Threlkeld and David & Crystal Holm:*

*Motion was made by Board member Penrod to approve leak adjustment to J. Brocato in the amount of $274.80 and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

*Motion was made by Board member Penrod to approve leak adjustment for T. Threlkeld in the amount of $98.62 and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

*Motion was made by Board member Penrod to table leak adjustment for David & Crystal Holm because leak adjustment application was not received and second by Board member Wilson. On a call by the chair for ayes and nays motion carried.*

***Decker report of operations, monthly billing and water quality:*** *J. Jones presented report (copy enclosed as part of these minutes) Decker’s will be doing tie-in along 33 Hwy starting next week.*

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

***Board President Remarks:***

***Adjournment:*** *motion was made by Board member Kiso to adjourn this 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 Clerk*