

Village District of Eastman
Budget Meeting, January 12, 2017
PUBLIC SESSION, FINAL MINUTES

In attendance: Commissioner Robert Parker, Commissioner Duncan Wood, Commissioner Karla Karash, Business Manager Amy Lewis, and Operations Manager Tim Hicks.

The meeting was called to order at 9:01 by Commissioner Parker.

The 2017 potable water budget was discussed. For allocation to the wastewater budget, labor-related costs will continue to be charged to the wastewater accounts at 12% of the total, and general administrative costs will be allocated at 25%. Commissioner Wood will use the adjusted potable water figures to continue work on the wastewater budget.

The revenue from taxes will probably need to be slightly increased from 2016. As in years past, there will be excess funds transferred from the general operating account to reduce the need for additional tax revenue.

Commissioner Parker asked OM Hicks about the Source 6 distribution line repair. OM Hicks explained how it was discovered and determined to be on the S6 line. There is a tee from the main line to the meter house, and the flange on the tee had become loose. This was initially part of the SRF wellfield project in 2012.

Before adjourning, BM Lewis asked that the prior month's CIP reimbursement request from the Buildings and Grounds fund be amended to account for a disbursement received in November, which brought the account balance below the amount requested in December. Commissioner Wood moved that the disbursement request be changed from \$42,084.12 to \$40,000 even. Commissioner Karash seconded; the motion passed unanimously.

Ownership of the water treatment facility was discussed. As chair, Commissioner Parker will assume system ownership. Both Hicks and Lewis have Grade 2 facility licenses; Lewis will be listed as primary operator with Hicks as backup. It is anticipated that OM Hicks will obtain wastewater licensing this year. The DES form for updating system info will be provided at the regular board meeting.

With nothing further, the meeting adjourned by unanimous vote at 11:15AM.

Respectfully submitted,



Amy Lewis
Business Manager
Village District of Eastman

Robert C Parker, Commissioner, 02/15/17
Duncan W Wood 2/15/2017
Karla H. Karash 2/15/2017