

Meeting Minutes

Choctaw Utilities, Inc.

Board of Directors Quarterly Meeting – Conference Room Lodge

Monday, March 8, 2021

Call to Order: 7:05pm

Roll Call in Attendance: Dave Lohrer, Kent Feliks, Dave Rankin, Brian Welch, Bob O'Connor, Via Zoom: Doug Orange, Scott Kutzley, Jim Moran – Plant Operator, Marti Schmidt – Operations Manager

Meeting Minutes – add dollar signs in a few spots, add the word years after three.

Motion to accept meeting minutes as revised; seconded and discussed – motion carries 5-0

Water Plant/EPA Update– Dave Lohrer

Still have a few items on punch list not completed; Capital City has someone on site completing the work. Still need pictures of underground as being installed. Final payment and retainage held until all work completed and completed red-line drawings. Plant all working well, bugs worked out. Plant is user friendly and most quirks have been corrected. Will ask Alex from Tonka to come back to site to correct alerts; might need electrician also (could be wiring in the panel). Per conversation with Jim, site will be cleaned out by end of the year.

Administrative Report – Marti Schmidt

Aging: 11 past due: 1 in probate over 2+ years, 1 will be paid in full with grant money this month, 2 liens placed, 2 monthly payment plans, 5 habitually late (wait for threat of water shut-off to pay). Collecting at 98.7% rate

MC Tax Complaint: Will file a DTE-1 in response to recent appraisal adjustment. Formal complaint needs to be filed so School District can respond and forward onto State if needed. Paid first half property taxes in good faith.

Depreciation Schedule: Completed with both accounting firms and accounts documented so going forward all reporting to all agencies, accountants, and in software will match.

Final Construction Draw: Ready to process once punch list items have been completed.

CCR: Asked Jim to move target date of completion to April 1st – a Notice of Violation will be sent out with the CCR this year to be compliant. Want to avoid sending the notices out on the July 1st deadline.

Insurance: Patrick w/Wallace and Turner getting an updated amount to include the new plant value going forward.

Misc: Annual waterworks report completed and filed with State, received Feb msConsultants payment (1 remains for April), 2-year full audit scheduled for first week of May.

Operator's Report - Jim

VOC testing is complete; because of new plant testing parameters start fresh and test every quarter for a year to get our exemption again. Iron testing (4x-month) good, manganese testing good, Coliforms (2x-month) good also. Inorganic testing (14 different test) taken today and sent to lab tomorrow. Passed copper sampling in December - in compliance. Due for 20 more copper samplings first half of year and another 20 second half. Testing will be relaxed after ongoing successful compliance established for new plant.

Exterior gas leak by meter at the plant. Gas company came out and fixed it.

One current tap to complete; paid for, should complete in the next week.

Main flushing toward end of April (third week) for the first half of the year. Will schedule with London and get notification out to homeowners a week before flushing.

Treasurer Report – Kent Felix

Annual: March 1 – Feb 28 – water sales \$479,826, total income \$505,729
Expenses \$342, 038 with net income \$163,690 for the year
Funds on hand \$1.124 million

New Business

- 2021-2022 FY Budget
 - o Will continue to work on numbers and send budget electronically for final approval
- Invesco-HNB MM Discussion
 - o Motion to dissolve Invesco account and move to HNB MM account; seconded and discussed – **motion carries 5-0**
- Investment Committee Discussion
 - o Volunteers to work on investment committee:
- Not-for-Profit Update
 - o Dave Lohrer and Steve Grapp from CPLOA board spoke with John Albers concerning Not-for-Profit and engaged his services at a \$20,000 NTE figure to evaluate and recommend.
- New IT/website support contractor
 - o Need to put an ad out (ask locally) for IT people at the Lake willing to help with our website.
- Required per Sanitary Survey to conduct emergency exercise. Will further explore what documentation requirements are, then create committee.

Executive Session to discuss personnel issue.

Meeting adjourned 9:00 pm