

Fife Lake Area Utility Authority Minutes

July 16, 2015

6pm Meeting

Called to order at 6:05pm by Vice President Velez

Roll Call, Present: Broering, Gray, Street, Rognlie, Leedy, Velez

Absent: Gwizdala, Fisk, Hulwick

Guests: Ray Ravory, Charity Sawyer, Duane Burfield

Motion to approve the agenda as presented by Gray, supported by Leedy. Unanimously carried.

Motion by Gray to approve the minutes as presented, supported by Street. Unanimously carried.

Leedy moved to accept the financial reports as presented, supported by Gray. Grey noted in discussion that our bond payments normally come from the Bond Account.

Unanimously carried.

Motion by Gray supported by Leedy to pay the bills as presented.

Roll call: Leedy-Y, Fisk-A, Rognlie-Y, Broering-Y, Velez-Y, Gwizdala-A, Street-Y, Hulwick-A

Unanimously carried.

Compliance officer report:

Ravory discussed addresses he is checking on to find out which ones are truly inactive or which may be inactive in error. 11745 State St is one that requires further checking, along with the other adjacent addresses. Cedar Creek home construction is not complete yet.

F& V Operations Report: Copy in packet

Personnel committee:

Velez will work with Broering on Personnel Manual. Rognlie offered to be on this committee and Velez and Broering welcome her.

Steering Committee:

Leedy gave report on 2 committee meetings regarding the review of REUs, USDA project updates as well as SAW grant updates. We are working on collaborative projects with the Village for cost savings as well as documentation required for preparation for closing on our USDA loan/grant project and bidding out construction.

Blake Smith Correspondence with remaining items appears mostly items left for our professionals was reviewed.

Unfinished Business:

-Rognlie explained F/V invoice from prior month that was asked about.
-Velez was checking into addresses where mail continually is getting returned. Velez will follow back up with Charity Sawyer and follow back up on those.
-Ravory had asked about a business card and Rognlie passed out a sample to order, for approval. Concensus was positive for the sample provided.

Motion by Leedy to approve the purchase of business cards for both Ravory and Burfield, not to exceed \$50. Motion supported by Broering.

Roll call: Leedy-Y, Fisk-A, Velez-Y, Gray-Y, Street-Y, Rognlie, Broering-Y, Hulwick-A, Gwizdala-A Unanimously carried.

Identity theft policy was adopted in 2009 and revisited in 2013. Is there an interest in updating this policy or is it necessary? Broering suggested Velez look into this and see whether USDA requires and update or not.

Sump Pumps-Broering asked if we were pursuing removal of sump pumps from our system. We will work on the feasibilty moving forward.

Broering asked about the Wishman/McConkey lead and HR Block report that shows Wishman is not receiving a bill, and apparently hasn't ever from our records. Ravory was asked to look into this and see what he can find out. Homeowner would need to pay the appropriate connections and begin receiving a bill if they in fact have not.

Motion to adjourn by Broering.

Respectfully submitted,

Lisa Leedy