

# Ten Mile Water & Sewer District

## Minutes from Board Meeting on October 14, 2020

### White Mountain Library, 7:00 pm

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Call to Order: Called to order 7:00 p.m.

#### **Members Present:**

Kyle Graham

Ashlee Bledsoe

Glen Lehar

Lynnette Sibley

#### **Contract Personnel:**

Robin Robison –District Manager

Meeting started at 7:06 pm.

Reading of last month's minutes. Lynette motioned to accept minutes, Glenn seconded, all approved, motion passed.

**Financials:** Robin found the CD that had been moved to savings and recorded it correctly on the balance sheet. Talked to Jonathon Lamb about the ability of writing off uncollectible receivables, haven't heard anything back from him on it yet.

**Approval of Bills to be Paid:** Kyle read the bills to be paid, Glen motioned to pay the bills, Ashlee seconded, all approved, motion carried.

**Aging Summary:** Shutoffs were done on two accounts in September. The old account #104 was an accounting error, balance was total of fees for returned checks, will be taken off the books. Need to find out if we can write off accounts, accounts that are not collectible at this point are too current to write off but will need to know for the future. There were some double invoices in past accounts but those have been removed. There are a couple of accounts that are on family owned properties that aren't going to be collected. Property owner is estate from original owner but relatives have lived in the home and built up a balance that isn't getting paid. Property won't be sold so there isn't any recourse on these accounts. If account owner wants names switched we need to have balance paid in full first.

Do we need to put service agreement to property, property owner, or user. Liens incur additional cost and aren't effective if property is never sold. Need to look into turning accounts over to collections. Can we do a landlord agreement. How long do we wait before turning over to collections. Need to make sure that shutoffs go to O&M charges only. Contact attorney to see what we should do on tenant type agreements. Could have renters/tenants put down a deposit. District has liens on land developer properties, need to release liens when property is sold and balance is paid in full at sale.

When we do shutoffs, we charge the \$150 fee if customer wants water turned back on. This pays for our fees for both shutting off and turning back on.

#### **New Business:**

Do we want to put a mailbox at the new building? Can get a locked box. Building is close to being finished. We have office furniture in the basement that can be used in the offices. Are we within the budget, Robin will go back and see if bills paid in this year were incurred in the prior year, will move around accordingly if needed. Did we have a projected cost from the engineers? Robin will look to see if we have anything in the paperwork, if not need to get from Uinta Engineering. Building won't be done by October 1 deadline. First letter from contractor was on September 30. Board approved amendment for

added services, not an extension of time. Glen motioned to extend building time to November 1, 2020. No second, motion died.

Seth Bingham has had repairs to meter at 39 Rodeo so that it fits the District standards and has asked the District to accept the meter pit. Ashlee motioned to accept the meter, Glen seconded, all approve.

Agreement was received from Joint Powers Water Board to make the tank Ten Mile Water property, along with all easements and transmission lines from our main meter pit. Kari Moneyhun highlighted that the JPWB would be liable for all attorney fees and costs incurred in the transfer. Board will look over contract for approval.

Glen motioned to adjourn the meeting, Ashlee seconded, all approved. The meeting was adjourned at 8:42 pm.