



MEETING LOCATION:
WEST RIVER ELECTRIC
3250 SD HWY 44.
Rapid City, SD 57703
Phone: (605) 394-2685

Approved MINUTES for MAY 12, 2015 Meeting
An audio recording was not made for this meeting.

CALL TO ORDER: The West Dakota Water Development District convened for its regular board meeting at West River Electric, 3250 SD Hwy. 44 Rapid City, SD. Chairperson Deurloo called the meeting to order at 6:05 pm by leading the Pledge of Allegiance and giving an opening prayer. Directors present were Kenn Moss (District 1) Dan Richer (District 2), Mike Mueller (District 3), Ken Steinken (District 7), Jeannette Deurloo, (District 9). A quorum was declared. Lavern Koch (District 4), Robert Akers (District 5), Tim Rogers (District 6), Sandra Beshara (District 8) were not present. Others in attendance: George Ferebee.

APPROVAL OF AGENDA – MOVED BY DIRECTOR RICHER SECONDED BY MOSS TO APPROVE THE AGENDA. MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE PREVIOUS MEETINGS-MOVED BY DIRECTOR RICHER SECONDED BY MOSS TO APPROVE MINUTES FROM THE PREVIOUS MEETING. MOTION PASSED UNANIMOUSLY.

- MARCH 17, 2015

ADMINISTRATIVE MANAGEMENT ITEMS

PAYMENT OF BILLS - Moved by Mueller seconded by Richer to approve payment of bills. Motion passed.

POLICY ON PAYMENT OF THE BILLS – Moved by Richer seconded by Moss that two authorized signatories may pay routine current bills between meetings in order to assure that bills are paid in a timely fashion. Motion passed.

POLICY ON BANK ACCOUNTS - Moved by Richer seconded by Mueller for the treasurer to create a policy allowing for auto bill pay of routine bills and create a debit card account with \$500 limit for office supplies and equipment that may be used with approval of one additional member of executive committee. Motion passed.

COMPUTERS & SOFTWARE – Director Steinken reported that the WDWDD computer was purchased in 2008 and runs on Windows XP. Director Richer reported on difficulties he had using the QuickBooks version currently owned by the district. Richer suggested the board consider the purchase of a new computer and an updated version of Quick Books and other necessary software at the next meeting.

NEW BUSINESS

RFP FOR CONTRACTOR - Moved by Richer seconded by Moss that RFP Committee be authorized to combine two concepts presented by Rogers and Richer and start hiring process and interviews so the board can present the top two candidates at the regular July meeting for immediate hire. Motion passed.

NEW OFFICE LOCATION – Directors Mueller and Moss reported their findings of available office space. After some discussion the board agreed to postpone a decision on a new office pending the hiring of a contractor as some proposals may include office space.)

PHONE SERVICE - Director Richer reported problems maintaining continuous, reliable phone service due to billing and service issues. Chairperson Deurloo directed Directors Richer and Mueller to work to resolve phone issues as soon as possible.

BUDGET PREP FOR 2016 – Director Richer moved Mueller seconded to allow treasurer to move committed funds from general savings account to separate Committed Funds sub-account. Motion passed.

ITEMS FROM DIRECTORS

Director Moss reported that the main pump that serves Hisega flooded and caused an electrical failure that requires extensive repair. He expressed Hisega's need for assistance with repairs. He will investigate specifics as to cost and will bring the board a proposal for assistance.

Director Mueller expressed his thanks for the water from the heavens that had fallen in the last week.

Director Steinken expressed concern that since he became a board member in January that very little time has been spent dealing with water-related business and that the board needs to get back to focusing on its mission.

Meeting was adjourned at 8:11 pm.