

Minutes for the meeting held on November 9, 2020

Anita Shelton
Adam Ney
Merrill Archambault

Called the meeting to order at 7:06 pm, we have a quorum.

Scott Hatch from Hatch, Croke & Assc. was present at the meeting to go over the Agreed upon Procedures.

Adam made the motion to approve engagement letter, Archie 2nd (all)

Page 6 fund balances are in the proper categories

Did not spend more money than budgeted

Page 14 adjustments will be made in QuickBooks sometime this week. Journal entries will clear that up.

Scott was pleased at how well everything looked.

Adam motioned to approve the Agreed upon Procedures as presented by Scott Hatch, Anita 2nd (all)

Adam made the motion to approve the **Minutes** for October 13, 2020 meeting, Archie 2nd (all)

Archie made the motion to approve October/ November **Encumbrances**, Anita 2nd (all)

Anita motioned to approve October **Treasurer's** reports, Archie 2nd (all)

Adam made the motion to approve the Purchase Orders, Anita 2nd (all)

CDBG 17501/17502 Water Well Project

Daryl had spoken with Shane McLaury an agreement is in the works.

Adam will email Clyde about the money for the generator that is set to expire on Dec 1,2020

Holiday Schedule was approved 10 days off. Adam motioned, Anita 2nd (all)

Calendar meeting dates were set. Anita motioned to approve Archie 2nd (all)

Anita spoke about the dog issues. A family is putting up some resistance now with a dog problem that Mtn. Park is dealing with. They are still working to get it resolved. Adam spoke of a couple dogs that might end up chewing up the lights in the park.

Cares Act

\$641.45 was received for the website fee. I currently have not heard anything about the payroll portion.

Money went into the General Fund.

Fire Department: Absent

City Attorney: Speak in PWA meeting

Adam made the motion to purchase the desktop from PC works. He will see if he can find a laptop.

Rental agreement for the Park was discussed and approved by Adam and Archie (all)

Anita asked for us to look at the bridge. There is a pretty good gap between the board and the fence.

Adjourned: 7:43 pm

Approved



DATE

12/14/2020

Minutes for the PWA Regular meeting held on November 9, 2020

Adam Ney
Anita Shelton
Merrill Archambault

Meeting was called to order at 7:44 pm.

Scott Hatch presented the Agreed upon Procedures in the General meeting. Adam made the motion to approve the documents Anita 2nd (all)

Archie made the motion to approve the **Minutes** for October 13, 2020 meeting as stated, Anita 2nd (all)
Anita made the motion to approve October/November **Encumbrances** as presented, Archie 2nd (all)
Anita motioned to approve October **Treasurer's Report**, Archie 2nd (all)

Adam made the motion to approve all of the **Purchase Orders**, Anita 2nd (all)

Daryl spoke about the supply line between Snyder and Mountain Park. An amendment between the two towns would be better to be completed through the PWA since it is able to be indebted and able to make contracts. As a new contract won't be established a modification will. Block 6 Lot 24, 99 year lease on the property. Daryl mentioned having the master meter inside of Snyder. It was questioned who would be responsible for the meter in Snyder.

2021 Holiday schedule was approved by Adam, 2nd by Anita (all)
2021 Calendar meeting dates were approved by Anita, and 2nd Archie (all)

Water Superintendent:

Mike talked about the generators that are not working at the north lift station. He asked the board to sign a letter that he wrote to thank ORWA for the emergency backup generator. They were kind enough to get us the generator since we did not have electricity at that location. The sewer was over the inlet pipe. We assisted with a leak in Snyder. Mike mentioned that both transfer switches were not operating correctly. We had a sewer back up at the north end of town. Snyder let us use their jetter. Basil looked at the Dump truck and stated that it needed a new carburetor. Picking up tree limbs.

Adam motioned to go into executive session @8:33, followed by Anita. (all)
Motion to return from executive session @8:36, followed by Archie. (all)

Statement of executive session

Thanked Mike for doing a better job, employment will continue.

After looking at the office hours and determining that no one really comes in before 1pm, it was determined to temporarily change the hours to 1-5 Monday thru Friday. Anita made the motion to accept the change, Archie 2nd. (all)

Adjournment @ 8:39 pm

Approve Adam Ney

Date 11/14/2020