

May 11, 2021

The regular meeting of the Board of Directors of the Department of Water Works was called to order at 7:00 p.m., on Tuesday, May 11, 2021, in the Main Office of the Department of Water Works, 532 Franklin Street.

A quorum was present with the following Board members in attendance: Mr. Behrendt, Mrs. Pishkur, Ms. Gonzales, Mr. Sperling and Mr. Bush. Also present was Acting Superintendent Chris Johnsen. Mr. Behrendt presided.

Upon a motion by Ms. Gonzales, seconded by Mrs. Pishkur the minutes of the April 27, 2021 regular Board meeting were approved as written.

Upon a motion by Mr. Sperling, seconded by Mr. Bush, the list of 2 purchase orders was presented and approved by the Board.

There were two bad debt lists this month, the regular monthly list for bad debts was for \$527.51. The second list was for old bad debt that was left on the account, but had not been written off yet, totaling \$1,319.80. Upon a motion by Mr. Bush, seconded by Ms. Gonzales, the Bad Debt Lists dated May 6, 2021, is to be written off for bookkeeping purposes only.

Acting Superintendent Johnsen presented a memo from Chris Wolfe, the Department's Accountant requesting a change in the process of handling disbursements. The change would allow the use of electronic fund transfers between the separate funds to the disbursement account, thereby causing all payments to be made from the disbursement fund. Upon a motion by Ms. Gonzales, seconded by Mr. Bush, the Board approved the recommendation.

Under old business:

The Board reviewed and approved the bill stuffer the Mayor's office is requesting to send out with with water bills once we have finished sending out the 2020 Water Quality Reports.

Acting Superintendent Johnsen presented the Board with a letter that went out to Mr. Jeff Oltmanns regarding the Water Main Extension for the proposed Darling Subdivision on Blaine Street.

Under new business:

The Board approved a request to have an Executive session on May 25, 2021 at 6:30 P.M. to discuss personnel issues.

Mrs. Pishkur requested the opportunity to visit the Water Plant in the near future. A time and date will be set at a later date.

There was no public comment.

There being no further business to come before the Board, upon a motion by Mrs. Pishkur, seconded by Ms. Gonzales, the meeting adjourned at 7:11 p.m.