

**Hagensborg Waterworks District  
Regular Board Meeting MINUTES  
July 21<sup>st</sup>, 2014**

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**Location:** Hagensborg Fire Hall                      **Recording Secretary:** Viviane Garcia  
**Present:** Don Mikkelson, Chris Matthews, Ken Dunsworth, Charles Bryfogle  
**Absent:** Steve Hodgson

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Chairman Dunsworth called the meeting 4:35 p.m.

**1. Trustees reviewed and adopted the Agenda.**

**MOTION** to adopt the Agenda as amended. *Chris/Charles /Carried*

**2. Review and adopt Meeting Minutes**

**a. Review and adopted June 17<sup>th</sup>, 2014 meeting Minutes.**

**MOTION** to adopt the June 17<sup>th</sup>, 2014 meeting minutes as correct. *Don/Chris/Carried*

**b. In Camera Meeting minutes**

**MOTION** to adopt In Camera minutes of June 17<sup>th</sup>, 2014. *Chris/Don/Carried*

**3. Old Business**

**a. Infrastructure Grant**

**Action:** Trustees to develop a two-part motion with respect to grants:

First to explore fund resources and second to prepare proposals.

**MOTION** *Charles/Don/Carried*

**b. Highland Irrigation**

1) **Action:** Trustee Matthews will call the manufacturer of the pump, to find out if the warranty is still valid when multiple metals are used in the power connection.

2) **Action:** The board will provide a response to Highland Irrigation, once we have the information from the Manufacturer regarding electrical hook up of the pump and warranty. If a conference call with the Water board is required, it will occur at our next meeting on August 18<sup>th</sup>, 2014.

**c. Policy and Procedures for well – Ongoing.**

**d. Community water shed and office signage: days and hours, watershed access and special events - Ongoing.**

**e. Landscape quotes – Ongoing.**

**4. New Business**

**a. Billing time report**

The Administrator reported the water bill status is going well.

**b. CCCS invoice with installation charges.**

Administrator will pay half and send an email to Leslie Harrison to explain.

**c. Consultation with the community regarding POE and main line.**

In October the board will send out a community letter with an update regarding water system, delivery of water and system capacity (Infrastructure).

Informational note to be sent out to the community in the next week.

**d. Projector and screen**

Administrator reported the projector, screen and laser pointer were bought, but the screen and laser pointer did not arrive.

**e. Grant Robertson**

**Discussion. Action:** The Administrator is to order O rings, give to Ryan Parr Grant Robertson's phone number so they can coordinate a meeting and the Board will meet with Grant Robertson when he arrives.

**f. Water shed warden**

**Action:** ongoing.

**g. Heating and electric fan.**

**Action:** A) Trustee Mikkelson will bring electric fan.

B) The Administrator will enquire regarding 220 baseboard electrical heating.

C) The Administrator will buy a case spray foam to plug holes in the Fire Hall.

**5. Review and approve the invoices received and payments since last meeting (attached-records).**

**MOTION** to approve invoices received.

*Chris/Don/Carried*

**6. Trustees reviewed correspondence received & sent.**

There was no correspondence received that was not dealt with above.

**7. Financial Reports**

**MOTION** to accept financial reports.

*Charles/Chris/Carried*

**8. Maintenance reports.**

Trustee Matthews reported extra screen cleaning required, low water pressure and volume in the west line due to high usage.

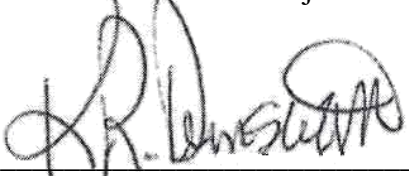
**MOTION** to approve Maintenance report.

*Don/Charles/Carried*

**9 Next board meeting August 18<sup>th</sup>, 2014**

**MOTION** to adjourn at 7:53 p.m.

*Don/Chris/Carried*



Chairman Ken Dunsworth