

## BOARD OF TRUSTEE MEETING

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Monday September 12, 2022, 6:00 p.m.  
Memorandum

Mr. Mills called the meeting to Order at 6:02 p.m.

### ROLL CALL

Present: President Carl Mills, Vice President Jeff Kimbell, Treasurer Jane Merrill, Secretary Michael McDonald, members, Steve Pittman, Eric Hand, Amanda Foley, and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford

Mr. Ryerson arrived at 6:04 p.m.

### PUBLIC COMMENT

There was no one present from the public

### APPROVAL OF MEETING MEMORANDUM

Mr. Kimbell made a motion to approve the August 8, 2022, Board meeting memorandum. Ms. Foley seconded the motion, and it was unanimously approved.

### APPROVAL OF CLAIMS DOCKET

Mr. McDonald made a motion to approve the Claims Docket. Ms. Merrill seconded the motion, and it was unanimously approved.

### ATTORNEY'S REPORT

Mrs. Poindexter had no report.

### UTILITY DIRECTOR'S REPORT

Mr. Williams reminded the Board that the TriCo's Employee Appreciation lunch will be held Friday September 16, 2022, at the Lions Club Park Shelter House at 11:00 a.m. Mr. Williams invited Board members to attend the event. Mr. Mills said if enough Board members attend, they could have a team to play Family Feud.

Mr. Williams said that Mr. Strong investigated the Board's concerns regarding buried manholes in customers' yards. Out of the 56 manholes that were not initially located during this year's inspection process, Mr. Strong and Mr. Martin were able to locate 26 using GPS. The remaining 30 manholes needed minor clearing to expose them. Staff believes the best way to work with homeowners regarding manhole access is to educate homeowners about the need to keep TriCo manholes clear and accessible. Mr. Williams is going to have staff create an educational door hanger that can be left at the homes of the affected properties. Mrs. Poindexter said that the Board could update the Sewer Use Ordinance to include repercussions for property owners that continue to restrict access once educated. Mr. Williams said many times the issues arrive

before property owners take possession of their home, during the development, building or landscaping of the property.

**COMMITTEE REPORTS**

**Budget & Finance Committee**

Ms. Merrill said the Budget & Finance Committee did not meet and had no action items.

**Personnel & Benefits Committee**

Mr. Williams said the committee discussed military leave policies from surrounding municipalities and decided that TriCo could offer differential pay to military employees on leave for more than 7 calendar days for up to 60 days a year. The military provides a leave earnings statement, and the employee would need to submit that for evaluation to receive differential pay.

Mr. Kimbell made a motion to update the Utilities Military Leave Policy to include that the Utility will offer differential pay if an employee is gone more than 7 calendar days for up to 60 days of pay a year. To qualify for the differential pay, the employee must present their military leave statement for review. Ms. Merrill seconded the motion, and it was unanimously approved. The Military Leave Policy will be effective as of July 1, 2022.

**Capital & Construction Committee**

Ms. Foley made a motion to approve the purchase of Lift Station 14 VFD's from Straeffer Pump & Supply, Inc. for \$26,260. Mr. Pittman seconded the motion, and it was unanimously approved.

Ms. Foley made a motion to approve the purchase of Lift Station 14 Control Panel from Shambaugh & Sons for \$63,400. Mr. Pittman seconded the motion, and it was unanimously approved.

**ADJOURNMENT**

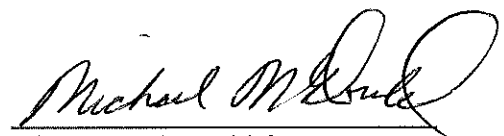
Mr. Kimbell made a motion to adjourn the meeting. Ms. Merrill seconded the motion. The meeting adjourned at 6:24 p.m.

The next Board of Trustees Meeting is scheduled for Monday, October 10, 2022, at 6:00 p.m.

Respectfully submitted,



Andrew Williams  
Utility Director



Michael McDonald Secretary



Carl Mills President

Approved:

  ✓   as Presented  
       as Amended