

Terrebonne Domestic Water District
July 14th , 2020

Public Comments: Members of the public wishing to address the council are asked to fill out a form stating the subject and the member's address. The speaker will be given 5 minutes to speak.

Minutes of Last Meeting: Approval of prior meeting minutes as presented by the secretary.

Treasurer's Report: Financials and Checks Written as presented by the treasurer.

Chairman's Report: Meeting held via ZOOM due to COVID-19.

Water Manager Report: Presented by the District Manager.

Business to Discuss:

1. Vote on Board positions.
2. Update on customer payments to the District due to COVID-19.
3. COVID-19.
4. Update on Wells in the district.

Next Regular Board Meeting:
Meeting adjourned:



Terrebonne Domestic Water District

First Budget Meeting 2020/21

June 9th , 2020

Note: Due to the current state lock down this meeting was conducted via Zoom for all board members and the public.

The First Budget Meeting was **called to order** at 6:37 pm on June 9th, with 4 directors present- Jim Wilhelm, Gerry Soto, Art Tassie, and Dustin Hewitt. Also present was District Manager Dan Bruce and Herb Alperstein, a participating member of the public.

Agenda: Dustin noted that this meeting was called to Review the TDWD budget for the 2020/21 year. At this time the board could make any changes or adjustments to the budget. The board was also advised that we would be having a second meeting to discuss employee performance, wage adjustments and again have an opportunity to review the budget.

Budget: All board members were provided a copy of the TDWD Budget for the fiscal year 2020/21 for review (see budget). Jim and Dan reviewed the numbers with the board and answered questions and explained each form provided.

Jim noted that there would be several changes to the "Adopted budget this year 2019-20" column to reflect the amended budget numbers that we had just passed.

No other changes were made at this time.

Next Regular Board Meeting: June 9th, 2020 @ 6:58pm @ Terrebonne Fire Station

Executive Session Meeting: June 16th, 2020 @ 6:30pm Terrebonne Fire Station

Second Budget Meeting 2020/21: June 16th, 2020 @ 6:45pm Terrebonne Fire Station

Special Board Meeting: June 16th, 2020 @ 7:00pm Terrebonne Fire Station

Meeting Adjourned: 6:57 pm

Submitted By: Jim Wilhelm



Terrebonne Domestic Water District

Public Board Meeting

June 9th , 2020

Note: Due to the current state lock down this meeting was conducted via Zoom for all board members and the public.

This regular TDWD Board Meeting was **called to order** at 6:58 pm on June 9th, with 4 directors present- Jim Wilhelm, Gerry Soto, Art Tassie, and Dustin Hewitt. Also present was District Manager Dan Bruce and Herb Alperstein a member of the public.

Agenda: Dustin presented the agenda for the meeting. (see agenda).

Minutes: Minutes for the May public board meeting were reviewed by the board. (see minutes). Also presented to the board was a current Action Point memo. (see memo) Jim made a motion that the board accept the minutes as presented, seconded by Gerry. All in favor, motion passed.

Treasurer's Report: The current financial report was reviewed by Gerry and the board, (see report).

Jim made a motion that the board accept the financial report and the checks as presented, seconded by Art. All in favor, motion passed.

Chairman's Report: Chairman has nothing to report at this time.

District Manager's Report: Dan presented his report to the board. (see report)

Dan noted that we would have to put our audit for next year out to bid as the cost will be over the \$10,000 limit. He does not feel that there will be any other bidders on audit.

The board reviewed the purchase of meters for the upcoming fiscal year. After some discussion Art made a motion that the district purchase 84 meters at a cost of \$15,000, second by Jim. All in favor, motion passed.

Business Discussed: Dustin ask Dan to review any concerns about the billing adjustments we had made during the virus lockdown. Dan said that there are only a handful he is worries about and that he would be sending them a letter explaining where they were at.

The board reviewed our action plan items and updated those that were outstanding.

Dustin told the board that we will make decision on how to have our July meeting (Zoom or live) until early July.

Dustin was not sure if we would have to log customers coming into the office or not, He would be checking on this item.

Dan will be looking into adding a window at the office to better control customers coming into the office space.

Executive Session Meeting: June 16th, 2020 @ 6:30pm Terrebonne Fire Station

Second Budget Meeting 2020/21: June 16th, 2020 @ 6:45pm Terrebonne Fire Station

Special Board Meeting: June 16th, 2020 @ 7:00pm Terrebonne Fire Station

Meeting Adjourned: 8:09 pm

Submitted By: Jim Wilhelm



Terrebonne Domestic Water District

Special Meeting 2020/21

June 16th , 2020

Note: Due to the current state lock down this meeting was conducted via Zoom for all board members and the public.

The Special Meeting was **called to order** at 7:18 pm on June 16th, with 4 directors present- Jim Wilhelm, Gerry Soto, Art Tassie, and Dustin Hewitt. Also present was District Manager Dan Bruce and Herb Alperstein, a member of the public.

Agenda: Dustin noted that this was an open public meeting and that we would be address wage increases for the districts employees

Open Discussion: Gerry made a motion that we increase Dave's wages by 3% and Dan's wages by 6% for the next fiscal year. This motion died due to lack of a second.

Jim made a motion that we increase Dave's wages by 3% and Dan's wages by 5% for the next fiscal year, second by Art. Jim and Art in favor, Gerry abstained, motion passed.

Art voiced concerns that the board may be moving to fast on the well issue without advice from our attorney. Dan assured Art that we are far from implementing any policy on the wells in the district. Dan noted that he and Jim would be submitting a list of questions to our lawyer before we even start forming a policy and that the final policy would be run by the attorney to assure we were on solid ground. Dustin reminded the board that this project is just starting and he does not expect a final plan for 6 months to a year.

Regular Board Meeting: July 14th, 2020 @ 6:30pm Terrebonne Fire Station

Meeting Adjourned: 7:47 pm

Submitted By: Jim Wilhelm



Terrebonne Domestic Water District

Second Budget Meeting 2020/21

June 16th , 2020

Note: Due to the current state lock down this meeting was conducted via Zoom for all board members and the public.

The Second Budget Meeting was **called to order** at 7:11 pm on June 16th, with 4 directors present- Jim Wilhelm, Gerry Soto, Art Tassie, and Dustin Hewitt. Also present was District Manager Dan Bruce and Herb Alperstein, a participating member of the public.

Agenda: Dustin noted that was the second meeting to Review the TDWD budget for the 2020/21 year. Any changes that the board would like to make would be made at this time.

Budget: All board members were provided a copy of the TDWD Budget for the fiscal year 2020/21 for review (see budget). Jim and Dan reviewed the numbers with the board and answered questions and explained each form provided.

It was agreed that the retirement number would be adjusted from \$4200 to \$6000 also the insurance projection would move from \$12000 to \$14000 to reflect an expected rate increase for the coming year.

Jim made a motion that the board accept the budget as written with the exception of two items to be changed, employee retirement to \$6000 and employee insurance to \$14000, second by Art. All in favor, motion passed.

Special Board Meeting 2020/21: June 16th, 2020 @ 6:45pm Terrebonne Fire Station

Regular Board Meeting: July 14th, 2020 @ 6:30pm Terrebonne Fire Station

Meeting Adjourned: 7:17 pm

Submitted By: Jim Wilhelm

Management Report

Terrebonne Domestic Water District
For the period ended June 30, 2020

Prepared on
July 14, 2020

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Profit and Loss

June 2020

	Total
INCOME	
40500 Investments	
45050 Interest Income	822.90
Total 40500 Investments	822.90
40550 OR-LB-20 Water Income	
41100 Water	41,364.65
41200 Service Fees	244.15
41500 Debt Reduction Charge	2,815.31
Total 40550 OR-LB-20 Water Income	44,424.11
Total Income	45,247.01
GROSS PROFIT	
	45,247.01
EXPENSES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	8,313.99
61030 Payroll Taxes	694.53
61040 Employee Health ins	1,139.70
61070 Employee Retirement	300.00
61080 Workers Comp	241.68
Total 61000 OR-LB- 30 Personnel Services	10,689.90
62000 OR-LB-31 Operations	
62010 Utilities	
62011 Utilities - Electric	2,797.64
62012 Utilities - Other	17.75
Total 62010 Utilities	2,815.39
62020 Operating Supplies	234.93
62030 Testing expense	64.00
62040 Office Supplies	154.98
62050 Postage, Mailing Service	547.55
62070 Insurance	
62071 Insurance - Liability, D and O	72.25
62072 Property Insurance	622.00
Total 62070 Insurance	694.25
62080 Bookkeeping	703.50
62100 Vehicle Maintenance & Repair	134.49
62160 Bank Charges	
62161 Bank Service Fees	97.21
62162 Merchant Services Proc Fee	505.03
Total 62160 Bank Charges	602.24
62180 Computer Software	14.99
62200 Fuel	66.76
62220 Telephone, Telecommunications	440.28
62230 Refund	152.39

	Total
Total 62000 OR-LB-31 Operations	6,625.75
70000 Capital Outlay	
70100 System Improvements	11,516.55
Total 70000 Capital Outlay	11,516.55
80000 Interest Expense	10,462.50
Total Expenses	39,294.70
NET OPERATING INCOME	5,952.31
NET INCOME	\$5,952.31

Balance Sheet

As of June 30, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
10100 Bank-4506	25,712.81
10200 First Interstate -3877- General	43,672.93
10500 LGIP Investments	
10510 LGIP - Debit Service #4845	174,024.25
10520 LGIP Investment Fund #5534	292,387.51
Total 10500 LGIP Investments	466,411.76
Total Bank Accounts	535,797.50
Other Current Assets	
11500 Water Bills Receivable	32,313.99
14000 Inventory	6,451.05
14200 Prepaid Expenses	5,285.55
Total Other Current Assets	44,050.59
Total Current Assets	579,848.09
Fixed Assets	
15000 Equipment	86,278.18
15100 Water System	3,538,014.43
15200 Water Rights Asset	77,553.00
15300 Land	35,512.00
15400 Easements & Permits	2,800.00
15900 Accumulated Depreciation	-1,224,489.38
Total Fixed Assets	2,515,668.23
TOTAL ASSETS	\$3,095,516.32
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	1,787.39
Total Accounts Payable	1,787.39
Credit Cards	
21000 Credit Card-First National	-147.04
Total Credit Cards	-147.04
Other Current Liabilities	
24000 Payroll Liabilities	0.00
Federal Unemployment (940)	84.00
OR Employment Taxes	200.76
OR Statewide Transit Taxes	24.81
SDIC	83.86
Total 24000 Payroll Liabilities	393.43

	Total
24300 Payroll payable	1,848.76
25000 Customer deposits payable	29,950.00
Total Other Current Liabilities	32,192.19
Total Current Liabilities	33,832.54
Long-Term Liabilities	
27000 N/P - USDA/RD	423,617.67
Total Long-Term Liabilities	423,617.67
Total Liabilities	457,450.21
Equity	
32000 Retained Earnings S	312,171.10
32500 Debt Service fund bal	105,905.63
32600 SDC Revenues	59,031.00
33000 Retained Earnings M	1,735,214.52
Net Income	425,743.86
Total Equity	2,638,066.11
TOTAL LIABILITIES AND EQUITY	\$3,095,516.32

Terrebonne Domestic Water District

PROFIT AND LOSS YTD COMPARISON

June 2020

	TOTAL	
	JUN 2020	JUN 2019 (PY)
Income		
40500 Investments		
45050 Interest Income	822.90	1,248.18
Total 40500 Investments	822.90	1,248.18
40550 OR-LB-20 Water Income		
41100 Water	41,364.65	36,746.59
41200 Service Fees	244.15	870.00
41300 Backflow Fees		0.00
41500 Debt Reduction Charge	2,815.31	
Total 40550 OR-LB-20 Water Income	44,424.11	37,616.59
Total Income	\$45,247.01	\$38,864.77
GROSS PROFIT	\$45,247.01	\$38,864.77
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	8,313.99	8,011.30
61030 Payroll Taxes	694.53	689.11
61040 Employee Health ins	1,139.70	930.72
61070 Employee Retirement	300.00	400.00
61080 Workers Comp	241.68	199.25
Total 61000 OR-LB- 30 Personnel Services	10,689.90	10,230.38
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	2,797.64	2,643.16
62012 Utilities - Other	17.75	17.75
Total 62010 Utilities	2,815.39	2,660.91
62020 Operating Supplies	234.93	209.95
62030 Testing expense	64.00	64.00
62040 Office Supplies	154.98	197.56
62050 Postage, Mailing Service	547.55	326.25
62060 Legal		2,365.50
62070 Insurance		
62071 Insurance - Liability, D and O	72.25	70.00
62072 Property Insurance	622.00	576.67
Total 62070 Insurance	694.25	646.67
62080 Bookkeeping	703.50	883.50
62100 Vehicle Maintenance & Repair	134.49	
62140 Auditing		11,300.00

Terrebonne Domestic Water District

PROFIT AND LOSS YTD COMPARISON

June 2020

	TOTAL	
	JUN 2020	JUN 2019 (PY)
62160 Bank Charges		70.66
62161 Bank Service Fees	97.21	126.40
62162 Merchant Services Proc Fee	505.03	217.28
Total 62160 Bank Charges	602.24	414.34
62180 Computer Software	14.99	
62190 Dues & Subscriptions		106.50
62200 Fuel	66.76	66.48
62220 Telephone, Telecommunications	440.28	274.76
62230 Refund	152.39	135.28
62500 Water Rights/credits		670.00
Total 62000 OR-LB-31 Operations	6,625.75	20,321.70
70000 Capital Outlay		
70100 System Improvements	11,516.55	-47,853.12
70200 Equipment		-464.50
Total 70000 Capital Outlay	11,516.55	-48,317.62
80000 Interest Expense	10,462.50	28,872.77
Payroll Expenses		
Wages		82.55
Total Payroll Expenses		82.55
Total Expenses	\$39,294.70	\$11,189.78
NET OPERATING INCOME	\$5,952.31	\$27,674.99
Other Expenses		
90200 Depreciation Expense		73,668.00
Total Other Expenses	\$0.00	\$73,668.00
NET OTHER INCOME	\$0.00	\$ -73,668.00
NET INCOME	\$5,952.31	\$ -45,993.01

Terrebonne Domestic Water District

PROFIT AND LOSS YTD COMPARISON

July 2019 - June 2020

	TOTAL	
	JUL 2019 - JUN 2020	JUL 2018 - JUN 2019 (PY)
Income		
40500 Investments		
45050 Interest Income	12,856.30	13,697.24
Total 40500 Investments	12,856.30	13,697.24
40550 OR-LB-20 Water Income		
41100 Water	406,526.60	427,241.39
41200 Service Fees	4,198.90	19,098.98
41300 Backflow Fees	5,310.00	64.50
41500 Debt Reduction Charge	33,566.91	
Total 40550 OR-LB-20 Water Income	449,602.41	446,404.87
Total Income	\$462,458.71	\$460,102.11
GROSS PROFIT	\$462,458.71	\$460,102.11
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	100,747.45	97,135.60
61030 Payroll Taxes	8,498.81	8,321.14
61040 Employee Health ins	11,503.41	10,299.25
61060 Employee Benefits		241.90
61070 Employee Retirement	3,600.00	3,000.00
61080 Workers Comp	2,900.16	2,391.00
Total 61000 OR-LB- 30 Personnel Services	127,249.83	121,388.89
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	29,250.63	26,766.82
62012 Utilities - Other	781.40	963.00
Total 62010 Utilities	30,032.03	27,729.82
62015 Rent, Parking		25.00
62020 Operating Supplies	1,774.86	3,838.65
62024 Repair and Maintenance	444.64	
Total 62020 Operating Supplies	2,219.50	3,838.65
62030 Testing expense	2,887.86	1,461.00
62040 Office Supplies	1,787.09	1,779.86
62050 Postage, Mailing Service	3,388.70	3,395.35
62060 Legal	3,088.50	5,834.90
62070 Insurance		
62071 Insurance - Liability, D and O	350.00	4,339.28
62072 Property Insurance	7,192.02	3,460.02
Total 62070 Insurance	7,542.02	7,799.30
62080 Bookkeeping	8,544.20	13,091.60

Terrebonne Domestic Water District

PROFIT AND LOSS YTD COMPARISON

July 2019 - June 2020

	TOTAL	
	JUL 2019 - JUN 2020	JUL 2018 - JUN 2019 (PY)
62090 Directors Fees	1,200.00	1,200.00
62100 Vehicle Maintenance & Repair	1,475.03	344.43
62110 Education		
62114 Travel	1,882.54	637.67
62212 Conference, Convention, Meeting	1,035.00	1,403.83
Total 62110 Education	2,917.54	2,041.50
62120 Contract Labor	3,100.29	849.99
62130 Flexlease Svc Fee	950.00	1,000.00
62140 Auditing	630.00	16,300.00
62150 Backflow Expense	5,647.50	3,959.00
62160 Bank Charges		70.66
62161 Bank Service Fees	1,009.58	1,323.66
62162 Merchant Services Proc Fee	4,367.32	2,818.80
Total 62160 Bank Charges	5,376.90	4,213.12
62170 Billing support	2,691.39	2,012.68
62180 Computer Software	144.96	
62190 Dues & Subscriptions	3,004.70	1,529.49
62200 Fuel	1,502.95	1,896.44
62210 Printing and Copying	1,069.27	
62220 Telephone, Telecommunications	5,472.98	5,108.44
62230 Refund	1,593.95	1,131.03
62240 HR Services	15.00	
62500 Water Rights/credits		1,195.00
Total 62000 OR-LB-31 Operations	96,282.36	107,736.60
68001 Business Expenses Other	11.90	
70000 Capital Outlay		
70100 System Improvements	41,843.22	0.00
70200 Equipment		0.00
Total 70000 Capital Outlay	41,843.22	0.00
80000 Interest Expense	28,320.54	47,684.65
Payroll Expenses		
Company Contributions		
Health Insurance	0.00	
Total Company Contributions	0.00	
Taxes		0.00
Wages		82.55
Total Payroll Expenses	0.00	82.55
Total Expenses	\$293,707.85	\$276,892.69
NET OPERATING INCOME	\$168,750.86	\$183,209.42

Terrebonne Domestic Water District

PROFIT AND LOSS YTD COMPARISON

July 2019 - June 2020

	TOTAL	
	JUL 2019 - JUN 2020	JUL 2018 - JUN 2019 (PY)
Other Income		
90300 Gain (Loss) on Sale	256,993.00	
Total Other Income	\$256,993.00	\$0.00
Other Expenses		
90200 Depreciation Expense		73,668.00
Total Other Expenses	\$0.00	\$73,668.00
NET OTHER INCOME	\$256,993.00	\$ -73,668.00
NET INCOME	\$425,743.86	\$109,541.42

Terrebonne Domestic Water District

CHECK DETAIL

June 10 - July 14, 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506						
06/17/2020	Expense				R	-59.10
				GATEWAY SERVICES WEBPAYMENT GATEWAY SERVICES WEBPAYMENT		59.10
07/01/2020	Expense				C	-176.92
				MRCHNT PMNT PROC SETTLEMENT 5611 MRCHNT PMNT PROC SETTLEMENT 5611		176.92
07/07/2020	Expense				C	-100.56
				GATEWAY SERVICES WEBPAYMENT GATEWAY SERVICES WEBPAYMENT		100.56
10200 First Interstate -3877- General						
06/12/2020	Tax Payment		IRS	Tax Payment for Period: 06/06/2020-06/09/2020 Federal Taxes (941/944)	R	-1,868.44
						-1,868.44
06/12/2020	Tax Payment		OR Department of Revenue	Tax Payment for Period: 06/06/2020-06/09/2020 OR Income Tax	R	-557.20
						-557.20
06/19/2020	Check	9999			R	-155.00
				RETURNED DEPOSIT ITEM RETURNED DEPOSIT ITEM		-155.00
06/19/2020	Expense				R	-138.22
				ACH SETTLEMENT ELEC DEBIT 108078 ACH SETTLEMENT ELEC DEBIT 108078		138.22
06/23/2020	Bill Payment (Check)	2857	PACIFIC POWER			-2,797.64
						-2,797.64
06/23/2020	Bill Payment (Check)	2858	OREGON HEALTH AUTHORITY			-1,125.00
						-1,125.00
06/23/2020	Bill Payment (Check)	2859	EDGE ANALYTICAL INC			-64.00
						-64.00
06/23/2020	Bill Payment (Check)	2860	H.D. FOWLER COMPANY			-11,472.55
						-11,472.55
06/25/2020	Check		US POSTAL SERVICE	Hubdoc - 125044906 2854	R	-209.65
						209.65
06/29/2020	Bill Payment (Check)		US Bank		R	-
						410,462.50
						-
						410,462.50

Terrebonne Domestic Water District

CHECK DETAIL

June 10 - July 14, 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
06/30/2020	Expense		FIRST INTERSTATE BANK		R	-87.21
				SERVICE CHARGE SERVICE CHARGE		87.21
07/01/2020	Check	2861	EDWARD JONES	FBO - David Griffin		-150.00
						150.00
07/01/2020	Check	2862	RAYMOND JAMES	FBO: Daniel Bruce Acc# 299TV694		-150.00
						150.00
07/07/2020	Payroll Check	2855	Daniel J. Bruce	Pay Period: 07/01/2020-07/31/2020		-3,773.75
				Gross Pay - This is not a legal pay stub		4,908.53
				Employer Taxes		411.78
				OR Statewide Transit Taxes		4.91
				OR Employment Taxes		38.18
				OR Income Tax		315.34
				Federal Unemployment (940)		0.00
				Federal Taxes (941/944)		1,188.13
07/07/2020	Payroll Check	2856	David B. Griffin	Pay Period: 07/01/2020-07/31/2020		-2,693.38
				Gross Pay - This is not a legal pay stub		3,405.46
				Employer Taxes		282.76
				SDIC		41.93
				OR Statewide Transit Taxes		3.36
				OR Employment Taxes		27.36
				OR Income Tax		241.86
				Federal Unemployment (940)		0.00
				Federal Taxes (941/944)		680.33
07/10/2020	Tax Payment		IRS	Tax Payment for Period: 07/04/2020-07/07/2020		-1,868.46
				Federal Taxes (941/944)		-1,868.46
07/13/2020	Bill Payment (Check)	2863	Terrebonne PUD, LLC			-44.00
						-44.00
07/13/2020	Bill Payment (Check)	2864	James Crawford			-62.99
						-62.99
07/13/2020	Bill Payment (Check)	2865	Judith Olmstead			-89.40
						-89.40
07/13/2020	Bill Payment (Check)	2866	US CELLULAR			-98.32
						-98.32
07/13/2020	Bill Payment (Check)	2867	LES SCHWAB TIRE CENTER			-134.49
						-134.49
07/13/2020	Bill Payment	2868	REVEAL ACCOUNTING			-703.50

Terrebonne Domestic Water District

CHECK DETAIL

June 10 - July 14, 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
	(Check)		SOLUTIONS			-703.50
07/13/2020	Bill Payment (Check)	2869	TERREBONNE HARDWARE			-18.34
						-18.34
07/13/2020	Bill Payment (Check)	2870	FIRST INTERSTATE BANK			-216.59
						-216.59
07/13/2020	Bill Payment (Check)	2871	MASTERCARD			-179.97
						-179.97
07/13/2020	Bill Payment (Check)	2872	BEND BROADBAND			-155.28
						-155.28
07/13/2020	Bill Payment (Check)	2873	SPECIAL DISTRICTS INSURANCE SERVICES			-2,637.92
						-2,637.92
07/13/2020	Bill Payment (Check)	2812	REPUBLIC SERVICES #675			-17.75
						-17.75
07/13/2020	Bill Payment (Check)	2813	MID COLUMBIA PRODUCERS, INC.			-66.76
						-66.76

Terrebonne Domestic Water District

7-14-2020

- During this time of covid-19 it has made me follow through on something that has needed to be done for some time. We have talked about adding a customer window at the office. Several options have been discussed from a slit door to a window in the wall to the office. After looking at many different options I decided to go with a window in the wall between the hallway where you enter the building and the office. It will be framed in and have a rollup shutter to secure the office if need be. The shutter should be here soon and I will be doing the work. The shutter was a more than I originally wanted to spend but it is really the best for our needs. The cost was \$1081 for the window.
- While fixing an exhaust vent on the well house I noticed the paint was starting to peel and flake. This was leading to exposure to the elements and the concrete block were starting to show some freeze damage. I called in a painter to take a look and give us a quote. It was over \$5000 to paint the buildings. The materials were only \$500-700. So I'm planning on Dave and I painting the buildings this summer to prevent any permanent damage.
- I put in the order for the new water meters and they are here and Dave has been out installing them. Once they are all in the ground the meter company will be out to train us on the new system and work with our billing software company to make it work with our billing software. Once these meters are in that will almost be a complete route in radio reading.
- Great news! The districts SDAO flexlease loan is paid in full and gone! With that loan gone that leaves us with just the rural development bond. That is around \$430,000. So hopefully we can get that paid off in the next year or two.

First Interstate Bank

\$106,486.78

LGIP

4845: \$174,024.20

5534: \$292,387.51

Total: \$466,411.71

Terrebonne Domestic Water District

Questions for Lawyer on Wells

- 1. Can we require that well owners stop using their wells once they are hooked to the district?**
- 2. Can we require the well owners to abandon their wells once they are hooked to the district?**
- 3. Can we meter the well owners wells?**
- 4. Can we restrict well owners from using their wells even if they say they are only using it for irrigation?**
- 5. If we can not require a well owner to put a meter on their well can we do it if they agree?**
- 6. Will the State back us in or quest to remove wells from our district and will they provide documentation to that effect?**
- 7. If a well owner has a sign off from the district allowing them to have other means of obtaining water can the district change that agreement?**
- 8. If the district was to pay for the infrastructure needed for the well owners that have the sign offs could we then require them to hook up?**