



**TERREBONNE  
DOMESTIC  
WATER  
DISTRICT**

# Regular Public Board Meeting

February 13, 2024

The Regular Public Board Meeting was **called to order** at 1800 hours on February 13th, with 5 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne, Velda Aldous and Debbi Wilhelm. Also present was District Manager Dan Bruce. No members of the public were present. There were no members of the public on Zoom.

**Agenda:** Eric presented the agenda to the board (see agenda).

**Minutes:** Minutes for the January public board meeting were reviewed by the board. (see minutes). Kevin noted that the wording concerning probationary employees needs to be corrected. The statement that "Probationary employees may not be eligible to receive an end of year bonus" should be changed to " Probationary employees may be eligible to receive an end of year bonus only at the Board's discretion ". Jim made a motion that the board accept the minutes with the noted change, seconded by Velda.

**VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

**Treasurer's Report:** The current financial report was reviewed by the board, (see report). Kevin reported \$30,023 in income, \$23,546 of expenses and \$6,476 of net income for the month of January. Current accounts showed onhand funds of \$896,595. Dan noted that the income numbers noted do not reflect the correct total as the credits on customers' December bills were not accounted for. This error will be correct when our bookkeeper returns from vacation. Jim made a motion that the board accept the financial report, less the error noted, and the checks as presented, seconded by Velda.

**VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea, Velda-yea. Motion passed unanimously,

**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 will be attending the OAWU conference in March to renew his certifications

Jennifer is working on her cross-connection class this week and when complete will be receiving another move on the pay scale.

**Business Discussed: ODOT HWY 97 Project:** Dan informed the board that he has received word that the 97 project is now postponed indefinitely. The reason for the postponement is not clear because but we believe it is due to new state law concerning diversity on government

projects. It was agreed that the district will need to continue to hold the funds set aside for this project for the foreseeable future in case the project resumes. The board agrees we should look into possibly getting the funds we have spent on this project returned if possible.

**Trailer Park:** Dan noted that he had not received any legitimate response to the second letter he had sent to the trailer park. Dan said he was sending another letter next week then would follow up with our lawyer if necessary. Jim presented a list of the facts surrounding the meter dispute with the trailer park (see list). The board unanimously agreed that the meter needs to be upgraded and the fees paid by the trailer park. The district will direct all communications to our lawyer if Dan is contacted by the trailer parks counsel.

**SDAO Conference 2024:** Jim reviewed a list of updates that he noted while attending this year's conference (see conference notes). The Board will be implementing several updates on our operations and procedures.

**Other Business Discussed: Backflow Bids:** Dan noted that he will be putting out bid requests for our backflow checking program.

**Next Regular Board Meeting:** March 9th, 2023 @ 1800 hours @ TDWD district office.

**Meeting Adjourned:** 18:57 pm

**Submitted By:** Jim Wilhelm

**Secretary TDWD**

**Recorded Action Points**