

## **Minutes of the Queen Valley Sanitary District**

### **Board of Directors Regular Meeting**

**Held Wednesday, January 13, 2021**

- 1. Call to Order: Chairperson Rick Moore called the meeting to order at 9:33 a.m.**
- 2. Pledge of Allegiance: Gary Boileau led the Pledge of Allegiance.**
- 3. Roll Call: Pam Bennett, Suzy Mittleider, Rob Langefeld, J.C. Tangen, and Rick Moore were present. Business Administrator Michele Villavicencio and Operator of Record Gary Boileau were also present.**
- 4. Discussion and Approval of Previous Minutes: Suzy made a motion to approve the minutes of the December 9, 2020, Regular Meeting. J.C. seconded the motion, which was carried unanimously.**
- 5. Review, Discussion, and Approval of Financial Report and Bills Paid: Pam made a motion to approve the December Financial Report and Bills Paid as presented. Rob seconded the motion, which was carried unanimously.**
- 6. Discussion and Approval of Gary's Resignation: Rick made a motion to approve the resignation of Gary Boileau, the District's Operator of Record. Pam seconded the motion, which was carried unanimously. Gary's last day will be January 27, 2021.**

**Rick explained that Jed Lant, who has the experience and certification for the position of Operator of Record, was temporarily contracted for the month of January, in order to work with Gary before he leaves.**

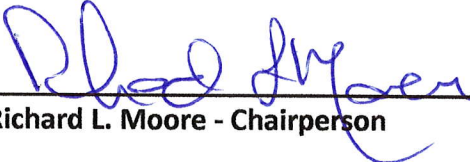
- 7. Office Report: Michele reported \$49,623.56 in the District's Checking Account and \$144,026.26 in the Capital Account. An issue with QuickBooks regarding the District's VISA accounts has been resolved by Wells Fargo. The District's Accounting Firm Henri & Horne explained to Michele how to account for the portion that the District is subsidizing two employees for health insurance.**
- 8. Plant Report: Besides normal plant and grounds maintenance, Gary reported that several varmints have been trapped in the sheds. Gary has been showing Jed the various operations of the plant, including the locating of sewer mains that should be done in the future. Rick reported that the Water Company is moving their utilities to**

the other side of the Sanitary District's perimeter fence since there have been water leaks and this will give easier access to the Water Company. Rick said that the District has agreed to purchase the backflow preventer cage for a cost of \$418.70.

9. Call to the Public: No public present.

10. New Business: Rick announced that the next Regular Meeting will be held on February 9, 2021 at 9:30 a.m.

11. Adjournment: Suzy made a motion to adjourn. J.C. seconded the motion, which was carried unanimously.

  
Richard L. Moore - Chairperson