

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

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

**Held Wednesday, March 8, 2023**

- 1. Call to Order: Chairman Rick Moore called the meeting to order at 9:00 a.m.**
- 2. Pledge of Allegiance: Rob Langefeld led the Pledge of Allegiance.**
- 3. Roll Call: Pam Bennett, Suzy Mittleider, Rob Langefeld, Leonard Lucas, Rick Moore, and Business Administrator Michele Villavicencio were present.**
- 4. Discussion and Approval of Previous Minutes: Rob made a motion to approve the minutes of the February 8, 2023, Regular Meeting. Suzy seconded the motion, which was carried unanimously.**
- 5. Discussion and Approval of Financial Reports and Bills Paid: Suzy made a motion to approve the February Financial Reports and Bills Paid. Leonard seconded the motion, which was carried unanimously.**
- 6. 2023-2024 Budget Discussion: Following a discussion of the increase in routine expenses and necessary repairs and improvements to the District, the consensus of the Board was to increase rates for the FY 2024 budget. Michele will meet with Rick and Pam and make recommendations for the proposed budget at the April 12<sup>th</sup> Board Meeting.**
- 7. Office Report: Michele reported that past due account customers have been making efforts to pay their accounts as a result of the "Door Hangers". The QuickBooks Desktop Pro Plus Annual Subscription is due in the amount of \$549.00. The Checking Account Balance is \$10,613.21, and the Capital Account Balance is \$ 78,612.91.**
- 8. Plant Report: All test results are satisfactory and well within state-mandated limits. As the District's Plant Administrator, Rick met with Jed Lant, the District's Operator of Record, this morning. Besides normal plant and grounds maintenance, the process continues to be optimal with an average flow of 35,00 gallons per day. Rick met with a new company regarding the wet well lining and is getting prices for new digester and back pond renovations.**

9. Call to the Public: Grace Reasoner was present.
10. New Business: Rick announced that the next meeting will be held on April 12, 2023, at 9:00 a.m.
11. Adjournment: Suzy made a motion to adjourn. Rob seconded the motion, which was carried unanimously.

  
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Richard L. Moore – Chairman