

Minutes of the Queen Valley Sanitary District

Board of Directors Meeting

Held August 13, 2024

- 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, Rob Langefeld, Mike Syrowski, and Rick Moore were present. Business Administrator Michele Villavicencio was present. Suzy Mittleider was absent.**
- 4. Discussion and Approval of Previous Minutes: Rob made a motion to approve the minutes of the July 9, 2024, Regular Meeting. Mike seconded the motion, which was carried unanimously.**
- 5. Review, Discussion and Approval of Financial Reports and Bills Paid: Mike made a motion to approve the July Financial Report and Bills Paid as presented. Rob seconded the motion, which was carried unanimously.**
- 6. Office Report: The Checking Account Balance is 47,633.78, and the Capital Account Balance is \$56,355.98. Michele reported on the Past Due Accounts and announced that the District will not hold an Election for the November 5, 2024, General Election, since there are only two open board positions, and two candidates have filed for these positions. Some customers have asked if there are any discounts for customers who are only part-time, but the District does not have any discounts. Michele and Rick proposed that the District's Personnel Policy relating to leave benefits include the addition of six Personal Leave days, setting the maximum allowed Vacation time to three weeks and providing ten Sick days, with no rollover of any of these leave days annually.**
- 7. Discussion and Possible Changes to Personnel Policies: Mike made a motion to approve the District's Personnel Leave Policy as presented in the Office Report. Rob seconded the motion, which was carried unanimously.**

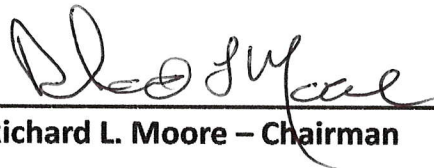
8. **Chairman's Report:** Rick reported that Kyle has been working on the irrigation system and picked up the first load of chlorine for the season. Michele has ordered Kyle's Operator in Training books. New air diffusers have been installed in tanks 4-9; new cameras were ordered; more cleaning has been done; and the bagging system has been brought back online for the season. The plant is running fine with an age of 8.

9. **Plant Report:** All results are satisfactory and well within state-mandated limits. Besides normal plant and grounds maintenance, the process continues to run good. Kyle is being trained in different aspects of Wastewater Treatment.

10. **Call to the Public:** Grace Reasoner was present.

11. **New Business:** Rick announced that the next Regular Meeting will be held on Tuesday, September 10, 2024, at 9:00 a.m.

12. **Adjournment:** Pam made a motion to adjourn. Mike seconded the motion, which was carried unanimously.



Richard L. Moore – Chairman