

Minutes of the Queen Valley Sanitary District

Board of Directors Meeting

Held December 11, 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, Suzy Mittleider, Rob Langefeld, Mike Syrowski, Rick Moore, and Business Administrator Michele Villavicencio were present.**
- 4. Adjourn to Executive Session for Personnel Discussion: Pam made a motion to move into Executive Session. Rob seconded the motion, which was carried unanimously.**
- 5. Reconvene to Regular Session and Possible Vote: Pam made a motion to return to the Regular Session. Mike seconded the motion, which was carried unanimously. Pam made a motion to give Michele Villavicencio a \$.75 hourly increase based on her performance. Suzy seconded the motion, which was carried unanimously.**
- 6. Discussion and Approval of Previous Minutes: Suzy made a motion to approve the minutes of the November 12, 2024, Regular Meeting. Rob seconded the motion, which was carried unanimously.**
- 7. Review, Discussion and Approval of Financial Reports and Bills Paid: Rob made a motion to approve the November Financial Report and Bills Paid as presented. Suzy seconded the motion, which was carried unanimously.**
- 8. Office Report: The Checking Account Balance is \$19,978.44, and the Capital Account Balance is \$56,982.27. Michele reported that letters were sent out for past due accounts. She and Rick will be working on the newsletter.**

9. **Chairman Report:** Rick reported that a new handheld Dissolved Oxygen Meter had to be ordered; the sewer main repair was completed in the wash; and a deal with Canyon State Septic was agreed upon for treatment. He complimented our new Tech and said the plant is running very well.
10. **Plant Report:** All results are satisfactory and well within state-mandated limits. Besides normal plant and grounds maintenance, the plant looks good, and everyone is doing a great job.
11. **Call to the Public:** No public present.
12. **New Business:** Rick announced that the next Regular Meeting will be held on Tuesday, January 14, 2025, at 9:00 a.m.
13. **Adjournment:** Suzy made a motion to adjourn. Mike seconded the motion, which was carried unanimously.

A handwritten signature in black ink, appearing to read "Richard L. Moore", is written over a horizontal line.

Richard L. Moore - Chairman