

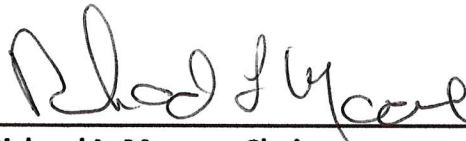
## **Minutes of the Queen Valley Sanitary District**

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

**Held Tuesday, December 14, 2021**

- 1. Call to Order: Chairperson Rick Moore called the meeting to order at 9:00 a.m.**
- 2. Pledge of Allegiance: J.C. Tangen led the Pledge of Allegiance.**
- 3. Roll Call: Pam Bennett, Rob Langefeld, J.C. Tangen, and Rick Moore were present. Business Administrator Michele Villavicencio was also present. Suzy Mittleider was absent.**
- 4. Discussion and Approval of Previous Minutes: Rob made a motion to approve the minutes of the November 9, 2021, Regular Meeting. J.C. seconded the motion, which was carried unanimously.**
- 5. Review, Discussion and Approval of Financial Reports and Bills Paid: Pam made a motion to approve the November Financial Report and Bills Paid as presented. J.C. seconded the motion, which was carried unanimously.**
- 6. Approve Purchase of New Pump Controllers: Rick explained that one of the pump controllers was broken so it was necessary to order two new ones. Although the controllers were 16 years old, the average life is only 10 years. Although pump #2 is only 1 ½ years old, it failed so the back up pump was installed, and a new pump is being ordered, also. Pam made a motion to approve the purchase. Rob seconded the motion, which was carried unanimously.**
- 7. Office Report: Michele reported that as of November 31, 2021, the checking account balance is \$35,226.54, and the Capital Account is \$106,526.53. Since she has been having issues with QuickBooks, she has an appointment December 22<sup>nd</sup> with one of the QuickBooks Pro Advisors. After the system is operating properly, she will contact the District's Accounting firm Henri and Horne.**
- 8. Chairman/Plant Administrator Report: Rick reported that the sand filter and bagging are going well. He is recommending switching the gas pump for bagging to electricity. Overall, the plant operations are good.**

9. **Plant Report:** The Operator of Record Jed Lant's written report states that all test results continue to be satisfactory and well within state-mandated limits. The plant process is operating moderately well with solids of 45%. Normal plant and grounds maintenance continue on a daily basis.
  
10. **Call to the Public:** No public present.
  
11. **New Business:** Rick announced that the next Regular Meeting will be held on January 11, 2022, at 9:00 a.m.
  
12. **Adjournment:** J.C. made a motion to adjourn. Rob seconded the motion, which was carried unanimously.



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Richard L. Moore – Chairperson