

***Whitworth Water District No. 2***  
***Board Meeting Minutes***  
***January 4, 2018***

***Call to Order/Confirm Quorum***

The meeting was called to order by Dennis Brown Chairperson, at 4:00 p.m. Those present were Chris Johnson, Secretary-Treasurer; Chan Bailey, Commissioner; Jean Pond, Commissioner; Steve Irwin, Commissioner; Tim Murrell, Tom McInerney, Tom Davis, Ron Gillies, Susan McGeorge, and Laura McAloon.

***Approve/Revise Agenda***

The Agenda was submitted, with one item added, Tim Murrell asked to add XPress Bill Pay update to the Managers Report. The Agenda was approved. Chan Bailey made a motion to approve the Agenda as revised. The motion was seconded by Chris Johnson and approved unanimously.

***Review and Approve Minutes***

Chan Bailey made a motion to approve the minutes of December 21, 2017. The motion was seconded by Chris Johnson and approved unanimously.

***Public Comment (3Minutes Per Person)***

Susan McGeorge – Susan McGeorge said that she is here doing some cleanup work with the Board and she will be returning at the next Board Meeting.

***Manager Report***

- a. Expense Bill Pay Update** – Tim Murrell gave the Board a quick update on the new bill pay process. Tim said that the bill pay is going well, with more and more people signing up for it every day. Customer feedback has been very positive.
  
- b. Water Revenue Note Presentation** – Tim Murrell introduced Laura McAloon from Witherspoon, Brajcich, McPhee, PLCC to the Board and explained why she was at attendance for the Board Meeting. Laura explained in detail the Water Revenue Note to the Commissioners. Laura highlighted the key definitions within the note to ensure that the Commissioners understood what the Bond is and what it was strictly to be used for. Laura explained the interest rate, duration of the payments, and when payments are due. After a lengthy discussion between the Commissioners, Laura, Ron and Tim; Chan Bailey made a motion to adopt Resolution 18-01 authorizing the issuance of the Water Revenue Note in the amount of \$4,500,000.00 to provide financing for the new District Office and other appropriate expenses. The motion was seconded by Chris Johnson and approved unanimously.

**Operations Report**

No Updates

**Financial**

- a. Pay Estimate #3, Final – Hardesty Ridge Phase I – Chris Johnson presented and made a motion to approve Pay Estimate #3, from Red Diamond Construction for the amount of \$721.70. The motion was seconded by Chan Bailey and approved unanimously.
- b. Chris Johnson presented and made a motion to approve Payroll Vouchers 35031-35035 in the amount of \$9,818.23, withholding and FICA in the amount of \$14,231.57, with a net payroll of \$32,825.22. The motion was seconded by Chan Bailey and approved unanimously.
- c. Chris Johnson presented and made a motion to approve Expense Vouchers 35036-35062 in the amount of \$18,475.64. The motion was seconded by Chan Bailey approved unanimously.
- d. Chris Johnson presented and made a motion to approve Expense Vouchers 35063-35062 in the amount of \$55,997.75. The motion was seconded by Chan Bailey and approved unanimously.
- e. Chris Johnson presented and made a motion to approve Construction Vouchers 1140-1141 in the amount of \$5,721.70. The motion was seconded by Chan Bailey and approved unanimously.

**Open Forum**

Pictures: Tom McInerney mentioned that we will be taking pictures of the Commissioners on January 18<sup>th</sup> for the new website.

Absence: Chan Bailey mentioned that he will not be in attendance at the first meeting in February. Chris Johnson also mentioned that he will not be in attendance for both meetings in February.

**Executive Session**

None

With no further business, the meeting was adjourned at 4:48 p.m. by Dennis Brown.

Respectfully Submitted,

Tom McInerney

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Chris Johnson, Secretary-Treasurer