

Board of Directors Regular Meeting - Minutes
Stratmoor Hills Water District
March 20, 2024

RECORD OF PROCEEDINGS

The Regular Meeting of the Board of Directors, held Wednesday, March 20, 2024, was called to order by President Robert Colgrove at 3:20 PM.

Present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Cindy Dent and Director Richard Dull (by Phone)

Absent: None

Staff: District Manager, Kirk Medina

Public: None

Approval of Minutes

Motion was made by Director Pesicka to approve the minutes from the Regular Meeting of February 21, 2024, as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

Approval of Agenda

Motion was made by Director Pesicka to approve the agenda as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

Public Comment

None.

Unfinished Business

None.

New and Miscellaneous Business

W-1. Update Personnel Policy to New Employee Handbook

The District Manager reported that he started reviewing the Stratmoor Hills Water District Employee Handbook and his goal is to deliver a draft handbook for the Board to review in April, with a final Handbook ready for approval in May.

W-2. United Health Care Medical Insurance Renewal Package

The district manager has been working with Preferred Insurance to evaluate a renewal package provided by United Health Care, which would become effective on May 1, 2024. He reported that the package would provide employees with almost identical coverage included in the current benefit plan, with an increase in cost of 5.4%. Director Pesicka moved to approve the medical Insurance renewal offer provided by United Health Care for the Navigate Gold CUOX Package, and the Dental, Vision, Life coverage offered by Principal, as presented. Second provided by Director Willcox. All Ayes – motion passed unanimously.

Manager's Report

A Manager's Report describing significant activities that took place during the month was included in the board packet. The District Manager reported that the property and liability claim for 7 Jewel Avenue has been closed and the case has been turned over to the contractor's insurance company. He also reported that the claim for 4308 Chamberlin South has been settled for \$10,000 under the no-fault policy. The Manager reported the Lawrence Arden Memorial Dedication sign was installed on the water treatment plant and staff will schedule a dedication ceremony in April or May. There was some discussion on who to invite. The manager reported that Nancy Lee prepared the South Booster water tank for its comprehensive inspection and that was completed earlier in the month. He added that he will rely on the report to support a DOLA Energy and Mineral Impact Assistance Fund Program grant application he is working on. He will present this project to a review board in late June.

Safety Committee Report

Director Willcox reported on the March 13, 2024 Safety Committee meeting. He reported the district manager was absent, but all other committee members were present. The last accident was on 8/21/2023, and it had been 49 days since the last close call. Nancy Lee added there was a more recent close call while working during the muddy conditions the previous week. Agenda items were providing employees with handouts in the areas of; Common Sense Safety, Hard Hats, and Personal protection against workplace violence. The next meeting was scheduled on Wednesday, April 10, 2024.

Financial Reports

The District Manager reported that revenues and expenditures looked normal for this time of year. He pointed out the only discrepancy he saw in the report is the unemployment payment that have been made. He added that if they find an error in the value, it will be corrected in next months report. Director Pesicka moved to approve the February 2024 financial report as presented. Second provided by Director Dent. All Ayes – motion passed unanimously 5-0.

Other Business

None

Adjournment

With no further business to come before the Board of Directors, Director Pesicka made a motion to adjourn the meeting at 3:35 PM. Second provided by Director Dent. All Ayes - motion passed unanimously 5-0.



John Willcox
Secretary/Treasurer



Robert Colgrove
President/ Chairman