

**Round Hill General Improvement District  
Board of Trustees Minutes  
May 17, 2022**

**Tuesday**

**4:30 pm**

**1. Meeting Called to Order**

Meeting was called to order by Vice Chairman Chuck Fagen.

**2. Pledge of Allegiance**

Pledge of Allegiance was led by Vice Chairman Chuck Fagen.

**3. Roll Call**

Chairman Keith Fertala was present via telephone. Vice Chairman Chuck Fagen, Trustees Darin Smith, Hunter Harris and Gregg Rossi were present. District Manager Andrew Hickman, and Administrative Assistant Patti Page and District Counsel Justin Townsend were present. Alex Stodtmeister and Kristi Thompson of Farr West Engineering were present.

**4. Public Comment**

None

**5. Approval of Agenda**

Motion to approve the agenda as presented. Harris/Fagen 5-0 approved.

**6. Presentation and discussion regarding the completed Rate Assessment for 2022. Discussion to include moving forward with a Public Hearing scheduled for the June 21, 2022 Board Meeting to modify water and sewer rates and tariffs.**

A Power Point presentation was led by representatives of Farr West Engineering that detailed a rate assessment for Round Hill GID's water and sewer rates regarding Capital Improvement Projects, reserve fund balances, costs for operation/maintenance and charges for the future (through Fiscal Year 2026 – 2027). At the conclusion of the presentation. Farr West Engineering recommended specified rate increase over a five-year period for both the water and sewer rates for the District to remain "on target" for financial goals, while keeping rates affordable for the customer.

No action was taken. Item for discussion only.

**7. Discussion and possible action to approve the 2022 / 2023 Tentative Budget as presented.**

Manager Hickman stated that the Ad Valorem Tax increase was the only item that changed. Motion to approve the 2022 / 2023 Tentative Budget as amended. Rossi/Smith 5-0 approved.

**8. Discussion and possible action to approve the 2022 / 2023 Final Budget as presented.**

Motion to approve the 2022 / 2023 Final Budget as presented. Smith/Harris 5-0 approved.

**9. Discussion and possible action to authorize the District Manager and Executive Administrative Assistant to use Electronic Funds Transfers (EFT) on an as needed basis to make payments from the District's checking account.**

In the past, previous Board Trustees did not want to use EFT's to make payments.

Authorizing the use of EFT's would expedite payments, while still providing security externally and maintaining checks and balances internally (all transactions will be reviewed and signed prior).

Motion to authorize the District Manager and Executive Administrative Assistant to use Electronic Funds Transfers (EFT) on an as needed basis to make payments from the District's checking account. Rossi/Harris 5-0 approved.

### **10. Consent Calendar**

Motion to approve the consent calendar as presented. Rossi/Harris 5-0 approved.

### **11. Staff Reports**

Manager Hickman reported that he would be attending the TWSA 20<sup>th</sup> Anniversary Luncheon on June 1<sup>st</sup>, 2022, 11:30am – 1:30pm.

He also attended the NDEP Office of Financial Assistance regarding upcoming projects and funding availabilities.

We were able to secure two new CD's through Wells Fargo Advisors. Both were 1-year terms at a rate of 1.4%.

In late March, Farr West contacted Jeff Lommori from Sierra Nevada Excavation (the contractor) to discuss a start date for the new meter project. The contractor stated that he was very busy with other projects, and had limited staffing, so he didn't know when or if he could do the project at all. After a meeting between the contractor, Farr West and myself (specifically reminding him of the contract he signed) we came to a mutually agreeable solution to continue with the project. There are still factors that are in play that may bring further changes. There have been no further updates for this project, and no response from the contractor. Further steps may need to be taken.

A landscape contractor for the property owner at 195 Hwy 50 dug right through a marked area near our sewer line (and the project area) and severed our power supply. After speaking with the contractor (denial of responsibility) and providing him with our easement and proof of markings, he gladly repaired the damage that had been done.

Inconsistent weather has been the norm, so field crews have been focused on treatment plant maintenance and preparation for increased usage that will be forthcoming.

Spring planting and further beautifications have commenced but will be in full swing once we are certain there will not be any further versions of winter headed our way.

Our application for renewal with the FCC has been approved and will remain in effect until 2032.

All Board members are encouraged to attend our July 14<sup>th</sup>, 2022, 8<sup>th</sup> Annual BBQ / Meet and Greet.

Manager Hickman reported that the Insurance Option chosen was no longer available and the employees would have to choose another option. This item will be the June agenda for approval.

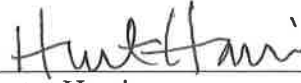
**12. Adjournment**

Move to adjourn. Rossi/Smith 5-0 approved.

Attest:



Keith Fertala  
Chairman



Hunter Harris  
Secretary