MEETING MINUTES

Southeast Moscow Water and Sewer District
Board of Directors Meeting
Eastside Marketplace
July 23, 2024 5:30 pm (Tuesday)

President:	**Barbara Warnick**	**Board Members:**	**Ed Haagen**
Vice President:	**Vacant**		**Vacant**
Secretary:	**Lori Krasselt**	**Guests:**	
Treasurer:	**Brooke Baker**		**_____**

I. Roll Call—Barb Warnick; Lori Krasselt; Brooke Baker. Absent-Ed Haagen.

II. Minutes

A. May 13, 2024 Meeting–**APPROVED**

Reports

A. Treasurer's Report-**APPROVED**

B. Board member compensation report-**APPROVED** to process payment through the current month at $25 per meeting for attending board members. Brooke will process.

1. Proposal was made to increase Board member compensation from $25 to $50 per meeting paid every 6 months. **Note**—due to increased responsibilities related to the upcoming contract renewal. **APPROVED**
2. Proposal was made to create a new board member officer of Web Coordinator for timely and continuous maintenance of the new web pages. Compensation would be $100 per month. **APPROVED**

III. New Business

A. Budget Hearing-review budget notice, address any questions or concerns. **APPROVED with changes below.**

- Increase Board Member Compensation to $9000 (see above)
- Increase postal service to $200 for P.O. Box expenses (see below)

B. P.O. Box for district correspondence-discuss rental of P.O. box and how it will be monitored. Will provide consistency if Board membership changes.

- Brooke will set up and pay for P.O. Box; Lori will check box periodically when key is received. May need to set up a forward to box address at some point.

C. Delinquent billing process update-**COMPLETED**

IV. Old Business

A. Dissolution investigation-items pending

1. Discuss future board meeting with Bill Belknap, Moscow City Supervisor-Barb will email Bill letting him know that Board meetings will be suspended until early October due to medical reasons and other commitments of the Board members.

B. Board membership-continue discussion and transition of president position

1. Nichole Pope, district patron who had previously expressed some interest in joining the board has moved out of the district and is no longer available.
2. Barbara Warnick, current president is resigning from the board for medical reasons

- Barb agreed to remain on the board as there is a limited number of members and quorum is needed for voting purposes and continued work related to the contract renewal with the City. Other board members will assist with presidential duties as necessary. Some transfer of responsibilities may also be needed.

V. Date of Next Meeting

A. Discuss the next meeting date and meeting time-October 8, 5:30 (tentative)

VI. Adjournment 6:35 PM

NOTICE OF PUBLIC HEARING: August 1, 2023

S.E. MOSCOW WATER AND SEWER DISTRICT

LATAH COUNTY, IDAHO

NOTICE IS HEARBY GIVEN that a budget hearing on the proposed Dec. 1, 2023 to November 30, 2024 fiscal year budget for the S.E. Moscow Water & Sewer District will be held on August 1st, 2023 at 6:00 PM at Eastside Mall in Moscow, ID 83843. S.E. Moscow Water and Sewer District residents are all invited to attend.

S.E. MOSCOW WATER AND SEWER DISTRICT BUDGET
FOR FISCAL YEAR DEC. 1, 2023 to Nov. 30, 2024

Expenditures

General Expenditures	
Dishonesty Bond	$ 221.00
U.S. Postal Service	$ 100.00
Notice of Hearing Publication	$ 100.00
Attorney Fees	$ 450.00
Board Member Compensation	$ 1,000,00
File Maintenance Supplies/Archiving	$ 1,200.00
General Expenditures Total	**$ 3,071.00**
Contingency Reserve	$11,721.68
Total Estimated Expenditures	**$14,792.68**

Revenues

Remit of Sales Tax ($15.92x4)	$ 63.68
City of Moscow District Surcharge ($126x12)	$ 1,512.00
Late Fee Sewer Payments-Interest Retained	$ 400.00
Projected Sewer Hookups	$12,817.00
Total Revenues	**$14,792.68**

This proposed budget and all records of the District may be examined prior to the above budget hearing by appointment at 1180 Lundquist Lane, Moscow, ID. Please contact Barbara Warnick at 509-330-1567 to make an appointment. This public hearing of the S.E. Moscow Water and Sewer District Board of Directors is called pursuant to Title 43, Chapter 3228, Idaho Code.

Dated this 18th of July, 2023
Brooke Baker, Treasurer