

**REGULAR MEETING OF THE
ROCKWOOD WATER, WASTEWATER & NATURAL GAS BOARD**

July 25, 2023 @ 6:00 P.M.

The meeting was called to order at Rockwood City Hall at 6:00 P.M. with Vice Chairman Mark Clem presiding. Commissioners Larry Davis, Joe Moore, and Paul Kamikawa were present. Commissioner Ronnie Thompson was absent.

Public Comment: None

Approval of June Minutes: Commissioner Moore made a motion to approve the minutes as presented and Commissioner Davis seconded. The motion passed unanimously.

General Manager's Report: We are moving closer to moving into the Operations building and have a projected opening date of September for the Admin building. We had to send Victorian Square 2 certified letters in regards to them not paying their bill and not having a deposit on file. The letter stated they would be cut off if payment was not received by July 31st and looking for guidance from the board. Commissioner Davis made a motion if the payment was not received by 7/31 to send another letter giving them 1 more week, Aug 7th and Commissioner Kamikawa seconded. The motion passed unanimously. We have a few job vacancies and the jobs are posted for internal applicants.

OLD BUSINESS:

- a. **Operation Report:** Brian Reed and Bonnie Fugate have presented more in-depth updated information.
- b. **Consideration and approval of bids for cleaning:** This was deferred from last month due to being out of budget. We went back to both companies and asked for less days cleaning only 2 days a week. Double L's Rental came back with the Admin building at \$784/month and the Operations building \$516/month. Kimco did not respond to our request for less days. Commissioner Davis made a motion to accept the Double L's Rental contract and Commissioner Moore seconded. The motion passed unanimously.

NEW BUSINESS:

- a. **Election of Officers:** Commissioner Moore made a motion to elect Commissioner Clem as Chairman and to elect Commissioner Thompson as Vice Chairman and Commissioner Kamikawa seconded. The motion passed unanimously.
- b. **Consider and approve contract for custodial services:** Commissioner Davis made a motion to defer to next month and Commissioner Thompson seconded. The motion passed unanimously.

- c. **Approval of check signer:** Commissioner Moore made a motion to elect Commissioner Kamikawa as the third check signer and Commissioner Davis seconded. The motion passed unanimously.

After a brief communication from board members, the meeting was adjourned at 6:31 PM by motion of Commissioner Davis and second by Commissioner Kamikawa.



Mark Clem, Chairman



Tausha Bruneel, Secretary