

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

August 27, 2024 @ 6:00 P.M.

The meeting was called to order at Administrative Building at 6:00 P.M. with Chairman Mark Clem presiding. Commissioners Larry Davis, Harold Holloway and Ronnie Thompson were present. Commissioner Paul Kamikawa was absent.

Public Comment: None

Approval of July Minutes: Commissioner Holloway made a motion to approve the minutes as presented and Commissioner Thompson seconded. The motion passed unanimously.

Approval of June and July Financials: Due to year-end June and July financials are not ready yet. We will have them available at the September meeting.

General Manager's Report: The meter project has been put on hold as the contractor cannot find additional people to do the installs. The installer that we had quit this week. We are exploring other options outside of the contractor to continue the progress of the project. Commissioner Holloway made a motion to do something about the current contractor by next board meeting September 24, 2024 and Commissioner Davis seconded. The motion passed unanimously.

OLD BUSINESS:

- a. **Operation Report:** Presented July reports with questions about the Tarwater leak. Brian assured the Board the Tarwater leak would be fixed by September board meeting.

NEW BUSINESS:

- a. **Consideration of customer request for water leak – 310 Post Oak Valley Rd:** Mr. Stricklan has requested compensation for water loss and damage related to a water leak at his location. Our insurance has investigated and denied the claim. Commissioner Holloway made a motion to refund \$250.27 as an adjustment on Mr. Stricklan's water bill. Commissioner Davis seconded. The motion failed.
- b. **Consideration and approval of Resolution 24-03 for Property Conservation Grant application:** This is an application to Public Entity Partners for a Property Conservation Grant Application. We are applying for additional for new cameras for our security system at the water plant as a 50/50 match grant up to \$4,000.00 Commissioner Davis made a motion to approve and Commissioner Holloway seconded. The motion passed unanimously.
- c. **Consideration and approval of employee health insurance plan- UHC:** Employee benefit proposal for October 2024-October 2025 with rates increasing 11.86%. Recommend approval. Commissioner Davis made a motion to approve and Commissioner Thompson seconded. The motion passed unanimously.
- d. **Consideration and approval of Source Water Plan:** This plan has been updated to include the Rockwood RV Park. Recommend approval. Commissioner Holloway made a motion to approve and Commissioner Thompson seconded. The motion passed unanimously.

- e. **Consideration and approval of Drought Plan:** This plan has been updated with no significant changes. Recommend approval. Commissioner Holloway made a motion to approve and Commissioner Davis seconded. The motion passed unanimously.
- f. **Consideration and approval of Emergency Operation Plan (includes Risk and Resiliency Plan and Cybersecurity Plan):** This plan has been updated with updates primarily involving staff changes and phone contacts. Recommend approval. Commissioner Davis made a motion to approve and Commissioner Thompson seconded. The motion passed unanimously.
- g. **Consideration and approval of Personnel Policy update:** This policy has been updated to include the additional holiday approved previously for employee birthday. Recommend approval. Commissioner Davis made a motion to approve and Commissioner Holloway seconded. The motion passed unanimously.

After a brief communication from Board members including Chairman Clem proposing a committee of Commissioner Kamikawa and Commissioner Thompson to discuss a new contract for Kim Leffew as her contract is ending in April 2025. Chairman Clem would like to get something agreed on by the October meeting. The meeting adjourned at 7:17 PM by motion of Commissioner Holloway and seconded by Commissioner Thompson.



Mark Clem, Chairman



Tausha Bruneel, Secretary