

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

**October 29, 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 Paul Kamikawa were present. Ronnie Thompson was absent.

**Public Comment:** None

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

**Approval of September Financials:** Tausha Bruneel reported that water and sewer revenues for September were \$400,094; expenses were \$320,521. Year to date, water and sewer revenues exceeded expenses by \$51,557. Gas operating revenues totaled \$102,269; operating expenses not including the cost of gas were \$95,067. Month to date, gas expenses exceeded revenues by \$95,417. Commissioner Holloway made a motion to accept the financials as presented and Commissioner Kamikawa seconded. The motion passed unanimously

**General Manager's Report:** The auditor has been here yesterday and today to wrap up our year end. Lead and copper letter will be mailed out November 14<sup>th</sup> to about 1,000 customers due to the unknowns as a requirement. We had some good publicity from WVLT this month about our upcoming water plant project. The most recent compliance reports for the Sewer Plant and the Gas department had no violations noted. Amanda Mendenhall and Tim Owens are both now qualified operators for the WWTP and we have 4 more taking the distribution test and 2 taking their CDL test.

**OLD BUSINESS:**

- a. **Operation Report:** Presented September reports with no questions.

**NEW BUSINESS:**

- a. **Consideration and approval of Succession Plan:** Commissioner Kamikawa made a motion to approve as presented. Commissioner Davis seconded. The motion passed unanimously.
- b. **Consideration and approval of General Manager Contract:** Commissioner Holloway made a motion to amend the proposed contract to include "Section 5, Item K ~Employee shall be responsible for ensuring all utility office and field work be done in a timely manner". Commissioner Davis seconded. The motion passed unanimously.
- c. **Consideration and approval of bids for Sanitary Sewer Evaluation Survey (SSES) Program:** Commissioner Kamikawa made a motion to approve bids from UIS and Commissioner Holloway seconded. The motion passed unanimously.
- d. **Consideration and approval of Resolution 24-04 to participate in Public Entity Partners matching grant for Driver Safety Grant:** Commissioner Davis made a

motion to approve as presented. Commissioner Kamikawa seconded. The motion passed unanimously.

- e. **Consideration and approval of Resolution 24-05 to select Administrative Services for Infrastructure Planning Grant application:** Commissioner Kamikawa made a motion to approve Community Development Partners, LLC as presented. Commissioner Holloway seconded. The motion passed unanimously.
- f. **Consideration and approval of Resolution 24-06 to select Engineering Services for Infrastructure Planning Grant application:** Commissioner Kamikawa made a motion to approve Ardurra as presented. Commissioner Davis seconded. The motion passed unanimously.
- g. **Consideration and approval of NSF fee increase:** Commissioner Davis made a motion to increase the NSF fee to \$33. Commissioner Kamikawa seconded. The motion passed unanimously.
- h. **Meeting schedule for November and December:** Commissioner Kamikawa made a motion to meet November 20<sup>th</sup> and no meeting in December. Commissioner Davis seconded. The motion passed unanimously.

After a brief communication from Board the meeting adjourned at 6:38 PM by motion of Commissioner Holloway and seconded by Commissioner Kamikawa. The motion passed unanimously.



Mark Clem, Chairman



Tausha Bruneel, Secretary