

## MINUTES OF THE REGULAR MEETING OF CCRWD#2

The regular meeting of the Board of Directors of the Rural Water District No. 2 of Cass County, Nebraska was held at 108 So. 4th Street, Elmwood, Nebraska on the **9th day of December, 2010** at 7:30 p.m. Present were Jerry Delhay, Don Edwards, Dean Douglas, Dave Erickson, John Wagoner, Eric Towle, Ted Retzlaff, Manager Bob West, Assistant Manager Dale Miller and Administrative Assistant Tina Bergmann.

Notice of the meeting was given in advance thereof by newspaper publication and posting at the District Office, two of the designated methods of giving notice, as shown by the Affidavit of Publication (Certificate of Posting Notice) attached to these minutes. Notice of this meeting and an agenda were emailed to the Chairman and all members of the Board and is attached to the minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

President Jerry Delhay called the meeting to order at 7:30 p.m.

Secretary Dean Douglas read the **Minutes** of the regular November 11th meeting. Minutes have been approved as read.

**Treasurer's Report:** Treasurer Dave Erickson presented his report. Don Edwards moved to accept the Treasurers report and to pay the bills, seconded by John Wagoner. Motion carried.

**Assistant Manager's Report:** Assistant Manager Dale Miller reported that water samples for bacteria were negative.

He has been working on locates and one calls for Kuhl construction for the 6" loop.

Meter reads were 100%.

George from Lengemann & Associates will be here January 3<sup>rd</sup> to perform the inventory and again on January 13<sup>th</sup> to start the audit.

An estimate for commercial lighting at the towers, booster station and well house was given by Dustin Gordon. The estimate for two 25 foot poles and two 30 foot poles, including the installation, is \$16,836.33. Dale will be asking for two or three other estimates and will inform the Board when those are received.

**Administrative Assistant's Report:** Administrative Assistant Tina Bergmann reported 18 delinquent letters were mailed on November 9<sup>th</sup> with a November 24<sup>th</sup> shut off date. There was one shut off, #377 for non-payment. The house has been foreclosed upon. Tina contacted Nebraska Home Sales who now has the property. They have been sent a bill along with the BUC and informed Tina that the bill would be paid in full. We have yet to receive payment and a pull meter notice has been sent.

We received a letter from Thomas Goman who is an IRS agent. The letter stated that a Compliance check needed to be performed for tax year ending in 2008. On December 8<sup>th</sup> Tina, Dale, Beth and George met with Mr. Goman at the office. Mr. Goman stated that the Board would need to fill out w-4 forms and be hired on as Employees of Cass County Rural Water District No 2 and that a resolution needed to be passed in order to verify this. The Board has not reached a decision at this time and will meet on December 14<sup>th</sup> at 8:00 p.m. to discuss the matter further after additional information is reviewed.

**Manager's Report:** -- Robert West

### **OLD BUSINESS:**

- 1. 6" Loop** –We are still waiting on the permit for the highway bore.
- 2. Security Cameras** – On hold.
- 3. Budget** – Dave Erickson moved to accept the proposed 2011 budget as presented, seconded by Don Edwards. Motion carried.
- 4. Starr Rinke** – The title company that assisted with the closing on the Rinke property has paid the outstanding balance on Ms. Rinke's bill. We are still waiting on Ms. Rinke to sign the BUC. If the BUC is not signed and presented to Cass County Rural Water

District No. 2 by 9:00 a.m. on December 15<sup>th</sup> her water meter will be pulled and she will be billed \$600.00. Ms. Rinke has been informed by letter stating this.

**NEW BUSINESS:**

1. **Annual Dinner** – January 27<sup>th</sup> or February 3<sup>rd</sup> are the tentative dates chosen by the board for the annual dinner. Bob will call Hillcrest Country Club and inform the Board on which dates are available.
2. **Employee Evaluations** –

Meeting adjourned at 9:05 p.m.

Tina M. Bergmann  
Administrative Assistant