



# RIVER PINES PUBLIC UTILITY DISTRICT



Wednesday, July 5, 2017  
ACTION MINUTES

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1. **CALL TO ORDER:** The meeting was called to order by Chairman Landgraf at 5:34 p.m.

2. **ROLL CALL/MEMBERS PRESENT:**

Candi Bingham, General Manager

Director Cathy Landgraf  
Director Rene' Walden-Qualls  
Director Anita Ebbinghausen  
Director Michael Gardner  
Director Richard Miller

3. **PLEDGE OF ALLEGIANCE:** Chairman Landgraf led the Pledge of Allegiance.

4. **AGENDA:**

GM asked the Board of Directors to add Item 11(f) – Resolution 2017-03

M/S Gardner/Ebbinghausen to approve Agenda as amended with the following vote:

**Motion carried 5-0 with the following vote:**

**AYES:** Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller.  
**NOES:** None.  
**ABSTAIN:** None.  
**ABSENT:** None

5. **CLOSED MEETING July 5, 2017** – Board Chair Landgraf reported that there were no actions taken.

6. **PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:**

**Nell Raymond** – reminded everyone about the upcoming “River Pines Clean-Up Day” and asked for volunteers.

**Nancy Endy** – Asked for clarification on the 6-million-dollar grant.

**Steve Pongratz** – inquired if grant talks were being held in open meetings. Board of Directors confirmed that they were.

**Steve Pongratz** – asked which grants were currently being sought after by the District. Board of Directors stated that just a construction grant for the Distribution project.

7. **MINUTES:**

Director Walden-Qualls – Correction:

Item J – change to 4:45

**M/S Ebbinghausen/Gardner approve minutes as corrected with following vote:**

**Motion carried 5-0 with the mentioned change as follows:**

**AYES:** Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller.  
**NOES:** None.  
**ABSTAIN:** None.  
**ABSENT:** None

**8. Monthly Financial Report: M/S Walden-Qualls/Ebbinghausen as submitted with the following vote:**

**Motion Carried 5-0 with the following Vote:**

**AYES:** Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**9. EXPENDITURE REPORT:** Director Walden-Qualls stated she is tabling comments until the August Board Meeting following reconciliation of the account.

**M/S Gardner/Ebbinghausen approve with following vote:**

**Motion carried 5-0 with the following vote:**

**AYES:** Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller.  
**NOES:** None.  
**ABSTAIN:** None.  
**ABSENT:** None.

**10. MONTHLY OPERATIONS REPORT.**

- A. Monthly Operations Report – See Report.
- B. Monthly General Manager Report – See Report

**11. BOARD MATTERS:**

- A. **Land and Water Usage to River Pines Garden Club – Discussion and Possible Action**  
Chairman Landgraf asked to carry to the next Board Meeting to gather more information on how to structure the land and water usage to the River Pines Garden Club.
- B. **Resolution No. 2017-02 – Establish Capital Reserves Account – Discussion and Possible Action**  
It was moved by Ebbinghausen, seconded by Walden-Qualls and unanimously carried to approve Resolution No. 2017-02 to establish a Capital Reserves Account.
- C. **Charles Roll – Discussion and Possible Action**  
Board of Directors assured Mr. Roll that the reporting for the water rights is being completed annually as required by the state.
- D. **Hire District Board Clerk – Discussion and Possible Action**  
It was moved by Gardner, seconded by Ebbinghausen and unanimously carried to approve the hiring of a Board Clerk at a rate to be no more than \$300 per meeting.
- E. **Bylaws and Administrative Policies – Discussion and Possible Action**  
Director Walden-Qualls distributed to the Board Members edited Bylaws for their input and review. The public was assured that before final acceptance of the new Bylaws, copies would be available for their review and input as well.
- F. **Resolution 2017-03 – Resolution of Consolidation and Request of Consolidation with the November 7, 2017 Election – Discussion and Possible Action**  
It was moved by Gardner, seconded by Ebbinghausen and unanimously carried to approve Resolution 2017-03.

**12. BOARD OF DIRECTORS COMMENTS/REPORTS:**

- A. Capital Improvements and general repairs necessary at the District. Continued Item.  
None now

**13. COMMITTEE COMMENTS/REPORTS:** None.

**14. FUTURE AGENDA TOPICS:**

**15. ADJOURNMENT:** The meeting adjourned at 6:59 p.m.

Respectively submitted,  
Candi Bingham, Acting Board Clerk

DRAFT