

NORTH LAKE RECREATIONAL SEWER & WATER DISTRICT

MINUTES

Regular Monthly Board Meeting

Friday

January 13, 2023

11:00 AM Monthly Board Meeting

1. Call to Order at 11:00am
2. Roll Call: The following directors were present: Kurt Holtan, Mike Lane (via telephone), Chris Renfro, Dave Parrish, and John Sommerwerck.

Also present were Cheryl Beach, District Treasurer; Travis Pryor, District Operations Manager; and Amanda Vawter, Recording Secretary.
3. Approval of minutes of preceding meetings
 - a. December 9, 2022 **ACTION ITEM**: Dave Parrish Motions to approve the minutes as presented and Chris Renfro seconds. All in favor.
4. Treasurer's Report
 - a. December 31, 2022 **ACTION ITEM**: Chris Renfro motions to approve the Treasurer's Report as submitted and John Sommerwerck seconds. All in favor.
5. Operations Manager's Report
 - a. Headworks Facility Repair Update: Everything is on track. Challenger has been up here working all week. There are structural beams in the way that they are having to deal with.
 - b. General Operations Update: Keller will be at the February meeting to present the Water Master Plan and possibly the Sewer Master Plan
6. New Business
 - a. Set deadline policy for Manager performance reviews by board. Set deadline to review other performance reviews for compensation adjustments. **ACTION ITEM**: The Personnel Manual states November so that is when these will take place each year. The Management performance reviews will take place for 2022 at the February board meeting during executive session. During Open meeting the other employees performance reviews will be turned into the board from the managers to review during executive session. John Sommerwerck motions that going forward this will all take place at this same action plan during the November Board Meeting. Dave Parrish Seconds. All in favor.
 - b. Schedule Board Meeting for November-Regular date falls on Federal Holiday. The November Board meeting for 2023 will take place on Thursday, November 9, 2023 due to Veterans Day falling on the scheduled board meeting day.
 - c. Dave Parrish presented a draft Fiscal year calendar to help schedule what events need to happen at what meetings. All contracts are to go before the board and have a board member signature. FY2022 Treasurer Briefing to go on the agenda for the February meeting.
7. Adjournment **ACTION ITEM**
 - a. Motion by Board to adjourn: Kurt Holtan motions to adjourn the meeting and John Sommerwerck seconds. All in favor. Meeting is adjourned at 12:16pm.