



## BOARD OF TRUSTEE MEETING

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Monday, May 12, 2025, 5:00 p.m.  
Memorandum

Mr. Mills called the meeting to Order at 5:02 p.m.

### **ROLL CALL**

Present: President Carl Mills, Vice President Jeff Kimbell, Treasurer Jane Merrill, Secretary Michael McDonald, members, Eric Hand, Loren Matthes, Amanda Foley, and Jeff Hill. Others in attendance were Utility Director Andrew Williams, Legal Counsel Anne Poindexter, Engineering Manager Wes Merkle, Controller Cindy Sheeks and Administrative Assistant Maggie Crediford. Mr. Pittman arrived at 5:17 p.m.

### **PUBLIC COMMENT**

There was no one present from the public.

### **APPROVAL OF MEETING MEMORANDUM**

Ms. Merrill made a motion to approve the April 14, 2025, Board meeting memorandum. Mr. Kimbell seconded the motion, and it was unanimously approved.

### **APPROVAL OF CLAIMS DOCKET**

Mr. Kimbell made a motion to approve the claims docket. Ms. Merrill seconded the motion, and it was unanimously approved.

### **ATTORNEY'S REPORT**

Ms. Poindexter said the TPI/Bowen litigation is ongoing with no new updates at this time. Jordan KS. LLC made an offer to settle their \$56,000 debt to the Utility for \$30,000. The Board found that offer unacceptable and did not act on it. Mrs. Poindexter said she met with the Hamilton Country Regional Sewer Utility's legal counsel, and they are working on a new contract to present to the Board.

### **UTILITY DIRECTOR'S REPORT**

Mr. Williams pointed out the new meeting agenda format which now lists all the Board members along with their terms and appointing authorities. A new State law that requires this change will take effect July 1, 2025, so staff went ahead and adopted the new format now. June 3, 2025, is the Utility's official 50<sup>th</sup> Anniversary. Mr. Williams invited the Board to attend a lunch catered by Moe's with the staff to commemorate the anniversary.

### **COMMITTEE REPORTS**

#### **Budget & Finance Committee**

Ms. Merrill said the Budget and Finance Committee met but had no action items.

Mr. Pittman arrived at 5:17 p.m.

### **Personnel & Benefits Committee**

Mr. Kimbell said the Committee met and discussed additions and clarifications to the Utility's Attendance Policy in the employee handbook. Mr. Williams said the updates were reviewed and additional adjustments were made by the Utility's employment law counsel. Mr. Kimbell made a motion to approve the proposed updates to the attendance policy in the employee handbook. Mr. McDonald seconded the motion, and it was unanimously approved.

### **Capital & Construction Committee**

Ms. Foley said the Capital and Construction Committee did not meet but had one action item. Ms. Foley made a motion to approve the Manhole Rehabilitation Contract Award to JAMRR Excavation, LLC to perform the 2025 Manhole Rehabilitation for \$59,070. Mr. Hill seconded the motion, and it was unanimously approved.

### **NEW BUSINESS**

Mr. Mills gave the First Reading of Rate Ordinance 5.12.2025. An ordinance establishing a Utility-wide schedule of monthly user rates, late fees, connection fees, interceptor fees, application fees, plan review and inspection fees and other charges to be collected from the owners of property served by the sewage works of TriCo Regional Sewer Utility and matters connected therewith, replacing Ordinance 04-09-2024 and Ordinance 05-09-2005. Ms. Merrill made a motion to hold a public hearing for Rate Ordinance 5.12.25 at the June 9, 2025, Board of Trustees meeting. Ms. Mathes seconded the motion, and it was unanimously approved.

Mr. Mills congratulated Mr. Williams on his 20 years of service coming up on May 23, 2025. Mr. Mills presented Mr. Williams with a gift card from the Board.

### **ADJOURNMENT**

Mr. Kimbell made a motion to adjourn the meeting. The meeting was adjourned at 5:28 p.m.

The next Board of Trustees Meeting is scheduled for Monday, June 9 at 5:00 p.m.

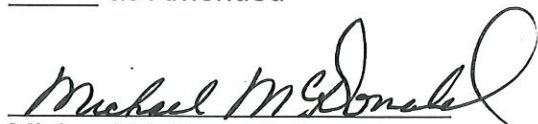
Respectfully submitted,



Andrew Williams  
Utility Director

Approved:

  X   as Presented  
       as Amended



Michael McDonald, Secretary



Carl Mills, President