

An Executive Session of the Board of Directors of Hammond Water Works Department was held on Thursday, February 14, 2018 to discuss litigation and personnel matters prior to the commencement of the regular meeting of the Board of Directors. President, Secretary, Asst. Sec/Treasurer the Chief Executive Operator, and the Board Attorney were present. No other matters were discussed by the Board.

MEETING MINUTES, BOARD OF DIRECTORS  
HAMMOND WATERWORKS DEPARTMENT  
Wednesday February 14, 2018

S. Daniels	President	Edward Krusa, Chief Executive Operator
R. Lendi	Treasurer	Shanna Levinson, Board Attorney
P. Walker	Secretary	
C. Doughty	Asst. Sec/Treasurer	

Those not present: B. Grisolia

The Board President called the meeting to order.

The Minutes of the previous meeting were approved and accepted as submitted to be placed on file upon motion made by C. Doughty seconded by P. Walker, and motion carried.

Upon motion made by R. Lendi seconded by C. Doughty; to approve the payment of the claims listed on Accounts Payable Voucher Ledger and UB Check Writer Deposit Refund register for 2-14-18.

The following reports were received to be placed on file upon motion made by C. Doughty; seconded by P. Walker, and motion carried: Three-Year Monthly Pumpage Comparison for February, Filtration Daily Pumpage for 2018, Filtration Overtime Report for October and November, Operation Reports #43 and #44; Sick and Personnel Absentee Reports.

The Chief Executive Operator read allowed the Cash Flow Report dated February 14, 2018.

A motion was made by R. Lendi, seconded by C. Doughty and motion carried to: transfer \$40,000.00 from the Maintenance and Operating fund to the Capital Improvement fund.

The Chief Executive Operator informed the Board that there are no changes in their Investments Report.

For informational purpose the Chief Executive Operator informed the Board that the Water Department has entered into an intergovernmental agreement with the City for a short term loan to pay for bills pertaining to the Filtration Electrical Upgrade project. The loan will be paid back after the Bond financing comes through.

The Chief Executive Operator reminded the Board that the next meeting is set for Tuesday February 27, 2018.

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Upon the recommendation of the Chief Executive Operator, motion made by R. Lendi, seconded by C. Doughty and motion carried to: advertise for spring chemical bids on February 23<sup>rd</sup> and March 2<sup>nd</sup>, return the bids on March 29<sup>th</sup> and award on April 11, 2018.

The Chief Executive Operator informed the Board that in their packets is a résumé and job bid from Cassandra Tyssen for the open Customer Service position at the main office. Upon his recommendation, motion made by R. Lendi, seconded by C. Doughty and motion carried to: hire Cassandra Tyssen for the Customer Service position retroactive to February 12, 2018.

The Chief Executive Operator informed the Board that State Board of Accounts has completed their audit with no findings. They have asked that our 2018 Salary Schedule be revised to include Summer Help at the rate of \$9.00 per hour. A motion was made by R. Lendi, seconded by C. Doughty and motion carried to: approve the amended 2018 Salary Schedule as submitted with Summer Help's rate.

Also per the State Board of Accounts request all personnel have viewed the Internal Control video. Also per the State Board of Accounts the net pension obligations have been submitted and reviewed.

The Board President would like to thank the staff for their cooperation with the State Board of Accounts during their audit.

The Chief Executive Operator informed the Board that a hearing is scheduled with the IURC on March 22<sup>nd</sup> and it is hope that this will be the final step for the bond financing.

The Chief Executive Operator informed the Board that the Mayor's Annual St. Patrick's Day fundraiser will take place on March 15<sup>th</sup> from 5:00-9:00.

There being no further business to come before the Board, motion was made by;P. Walkerseconded by C. Doughtyand motion carried to: adjourn the meeting.

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PRESIDENT

ATTEST:

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SECRETARY