

BOURNE WATER DISTRICT COMMISSIONER'S MEETING FEBRUARY 1, 2021

The meeting was duly posted.

The meeting was called to order at 8:30 am by Commissioner Michael Lyons. This meeting was a remote Zoom meeting. Present: Commissioners Brian Handy, Peter Way, and Michael Lyons. Also present: Superintendent, Robert (Bob) Prophett, Treasurer/Clerk, Jennifer Kelson and Phillop Cotto of Structure Consulting Group. The meeting was recorded.

MICHAEL MORSE- MERIT RAISE

Bob Prophett updated the Board about employee Michael Morse's progress and job performance. Michael recently earned his T1 licenses this week and just started his D2 class. Bob asked the Board to consider a \$1.00/hr raise as a result of his achievements and positive performance.

Michael Lyons made a **MOTION** to accept Bob's recommendation to give Michael Morse a \$1.00/hr raise. Peter Way seconded that motion and all in favor.

AWARDING OF THE CELL TOWER BID

Bob explained that we received one bid from Cell Co/Verizon Wireless for \$26,400/yr. Bob stated that the bid appears to be in order. Bob recommended that the Board award the RFP to Cell Co upon review of district council.

Peter stated the bid amount seemed low compared to the anticipated amount. Bob said it is hard to say given we only received one bid. Bob said that the bid "checked all the boxes" that we were asking for. Peter said we were anticipating 30 or 35k. Bob stated it does seem a bit low, but it was the only bid to come in. Bob reiterated that he wants council to review the wording and figures in the bid.

Bob stated that he could not find a lease duration in the bid. He asked Phil how long in the lease for. Phil said it is a 20 year lease with the possibility of one 5 year extension. Mike was concerned about the length of the lease. He stated that "20 years is a very long time to be locked into something."

Brian stated that he wanted to make a decision after Randy reviews it. Bob stated that we will wait to award the bid until it has been reviewed by legal counsel. The Board can review the issue at the March meeting.

FY23 BUDGET REVIEW

Jennifer Kelson presented the Board with the proposed FY23 budget. Jennifer stated the Social Security COLA has been set at 5.9% which is a lot higher than usual due to inflation. Jenn presented the budget using a possible COLA of 3%, 4% and 5.9%. Jenn brought up the fact that the Board has not raised the rates in many years and rates need to be reviewed. Jenn explained that the cost of doing business has increased yet the rates have stayed the same. Money to fund the budget either needs to come from water rates or the tax rate. Jenn stated that she does not feel that our rates are competitive enough to support the Districts operations in the future. Jenn said that this is why she incorporated the cost of a professional rate study (20k) into the proposed budget. Peter said that that is a lot of money to pay someone to see if we are charging enough money. Bob stated that a rate study is a comprehensive look at our entire rate

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structure, and an in depth look at the whole operation. After more discussion, the Board decided not to include the funding for a rate study in the budget. Mike stated that he feels no one knows the district better than the commissioners, Bob, and Jenn, and as a group, they have done pretty well coming up with rates on their own. Mike said that the water rates should probably be increased. He doesn't feel that the tax rate should be increased. Brian suggested we go to other water districts and compare their charges.

The rest of the line items in the budget were reviewed. Brian said we aren't obligated to keep up with the rate of inflation. He suggested staying around 4% and not offer 5.9%.

There was discussion on the other proposed FY23 articles including the Skid Steer, Generator, and Truck. Bob said if all possible, he really needs money to put toward the generator. Mike stated that he agrees we should put 20k toward the generator. He said he would like another 40k to go toward Equipment Upgrades.

The Board decided not to put money toward a new truck, skid steer or rate study.

Jenn stated that she would make those revisions and put together another proposed budget for final review at the next meeting.

Any Business Not Anticipated the last 48 hours None

Commissioners Comments None

Brian Handy made a motion to adjourn at 9:30 am. Mike Lyons seconded that motion and all in favor.

Respectfully submitted,

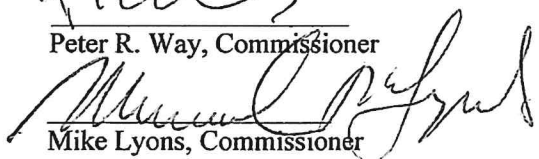
Jennifer Kelson, District Clerk

Approved by: Board of Water Commissioners

 2/12/22

Brian S. Handy, Chairman


Peter R. Way, Commissioner


Mike Lyons, Commissioner