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RECORD OF PROCEEDINGS

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**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS  
NORTH SHORE WATER DISTRICT  
Wednesday September 20, 2023 6:30 PM**

1. **CALL TO ORDER:**

A regular meeting of the Board of Directors called to order by Secretary/Treasurer Deborah Spencer at 6:30 p.m. The meeting was held remotely.

Directors Present:     Deborah Spencer – Secretary/Treasurer  
                              Jim Simoni – Director  
                              Tim Good – Director

Staff Present:         Katie Nicholls – District Manager  
                              Mike Gibboni – Superintendent

By **MOTION**, second, and unanimous vote the Board excused the absences of President Kevin Manship and Vice President Jeannie Wilkinson from the meeting.

2. **PUBLIC:**

None

3. **MINUTES:**

By **MOTION** and second, and unanimous vote, the July 19, 2023 Meeting Minutes were approved as presented.

4. **MATTERS BEFORE THE BOARD:**

a. **Resolution 2023-9-1; a resolution providing for the indemnification of Directors, Officers, and the employees of the district**

District Manager Nicholls stated that this resolution is a replacement for the one already in place providing for the indemnification of the Board members and staff by the district. A brief discussion ensued regarding the purpose of the resolution, contractors, and District insurance. By **MOTION**, second, and unanimous vote the Board approved Resolution 2023-9-1; a resolution providing for the indemnification of Directors, Officers, and the employees of the District.

b. **Motion to appoint Katie Nicholls as Budget Officer**

By **MOTION**, second, and unanimous vote the Board appointed Katie Nicholls as Budget Officer.

c. **2023 Rate Study**

District Manager Nicholls presented the updated rate study. She noted that the previously agreed upon 5% user fee rate increase schedule was applied with positive results. She further noted that after consultation with Treasurer Spencer a Public Hearing has been set for the October meeting for the 5% user fee rate increase, effective January 1, 2024. A discussion

ensued regarding the 5% increase, CPI, reserves balance, and public opinion. Through unanimous consent the Board ratified the setting of the public hearing.

5. **PUBLIC COMMENT:**

None.

6. **FINANCIAL STATEMENTS:**

By **MOTION** and second, and unanimous vote, the checklists for the months of July and August were approved as presented.

By **MOTION** and second, and unanimous vote, the financial statements for July and August were approved as presented.

7. **SUPERINTENDENT REPORT:**

Superintendent Mike Gibboni presented the Superintendent report. He noted that the divers have inspected all tanks; no issues were found. An inquiry was made into the leak on Betty Allen's property. Superintendent Gibboni stated that the leak has been repaired.

8. **DISTRICT MANAGER REPORT:**

District Manager Nicholls presented the 2024 Three Lakes Water & Sanitation Intergovernmental Agreement rates to the Board. She also noted that the Board would need to move the December meeting to meet mill levy certification requirements. A brief discussion ensued regarding Proposition HH on the upcoming state election and the potential effects upon the budgeting schedule. The Board agreed to move the December meeting to December 13<sup>th</sup> to meet the deadline.

There being no further business to be brought before the Board, the meeting was adjourned at 6:52 p.m.



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Katie Nicholls, Recording District Secretary



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Deborah Spencer, Secretary/Treasurer










# September 20 2023 Minutes (002)

Final Audit Report

2023-10-26

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