

February 4, 2020  
7:00 p.m.  
Basement of the United Church of Underhill

**TRUSTEES PRESENT**

Joe O'Brien  
Tanner Palmer  
Steve Jennings

**OPERATORS PRESENT**

Kirk Patch

**CLERK**

Nancy Benson

**WEB MANAGER**

**ASST. OPERATOR**

Andy Forsberg

**1. Call to Order and Welcome.** Joe O'Brien called the meeting to order at 7:03 p.m. to adopt the Agenda, which was approved.

**2. Review and approval of minutes of previous meeting(s).** Minutes from the January meeting were approved.

**3. Review and approval of financial statements.** The financial reports for January were approved.

**4. Customer Comments.**

A. None.

B. None.

C. Joe recognized Kirk Patch of Champlin Associates, who will work as our chief operator until Andy is able to take over.

**5. Correspondence.** VLCT news and calendar.

**6. Operations Report.**

**Operator's Report.**

i. **Water usage.** 38,058 gal/day

ii. **Test Results and Testing.**

Bacteria results negative.

Fluoride results within tolerance.

**7. Repairs, Maintenance, and Connections.**

Andy finished the monthly report.

Kirk will teach Andy how to do the sampling tomorrow.

The chlorine pump is running well.

Andy said there was a leak at the sink at the control building. The valve at the entry point to test was leaking. Kirk and Andy will repair it.

Kirk talked with Andy about doing a monthly activity report. Andy will fill out the sheet, which will be included in the minutes.

Kirk said there are mission reports from midnight to midnight. If something happens, they will get a report.

Kirk said Don Martin, a technician, is available if needed.

## **8. Old Business.**

**A.** Nothing new on Mill Development.

**B.** Not discussed

**C.** The electrical for Maple Ridge work will be done in the spring.

**D.** Bartlett Lane work will be done in the spring.

**E.** No new allocations.

**F.** The wells and pump are running good. No issues with the new one.

## **9. New Business.**

**A.** Planning was discussed for the hydrants. It was estimated that \$16,000.00 was available. The hydrant on Meadow Lane and the one on Route 15 past Raceway are the priorities. They are all operational at the moment. Kirk and Andy will review all the hydrants.

There are 80+ curb stops to be fixed. They will be evaluated for priorities.

**B.** The Champlin contract was reviewed by the Trustees. We are required to have a certified operator. Kirk will support and train Andy to become the chief operator. The contract is open ended. When we want to terminate, we just need to let them know. Andy will need to take a test for an operator license after he is trained.

Kirk told us that he started with Champlin Associates in February, 2019 and is certified as an operator. He lives in Johnson. He went to school at VTC and majored in engineering.

The preliminary date for flushing is late March/early April.

The fences around the sites are in bad shape. Joe will check on the type of fence. They will be looked at later in the spring.

The building behind Steve's house was discussed if it should be fixed. The GAR hall was suggested for storage.

Kirk asked if we were registered with Dig Safe. You are notified by them when someone is doing work near the lines. It will be looked into.

Andy asked about creating a Facebook page for the District like the one for Underhill residents. The Board said Andy could go ahead with that.

**10. Next Regular Meeting.** Joe will be gone March 1 through March 10. The next regular meeting will be March 17, 2020 at 7:00 p.m. The Clerk was authorized to pay bills that needed to be paid before the meeting.

**11. Review and Approve Bills.** Bills were reviewed and approved.

**Adjournment.** The regular meeting was adjourned at 7:56 p.m. The Trustees went into executive session at 8:00 p.m. and adjourned at 8:10 p.m. The Board voted to recognize Mike for his service to the community. A motion was made and approved to give Mike a \$100.00 check for his work as assistant operator and chief operator.

Respectfully submitted,

Nancy Benson, Clerk/Treasurer

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Joe O'Brien, President