

Approve Identity Theft Prevention Program

After reviewing the current Identity Theft Prevention Program and finding no need for changes to the existing policies and procedures, a motion was made by J. Dooley and seconded by S. Wilson to leave the program as is, with the exception of changing the Contact Information (L. Strohschein) and updating signatures. Motion passed unanimously.

Approve Tap Prices

After reviewing the District's current tap prices and noting minimal cost changes, a motion was made by L. Duff and seconded by J. Dooley to continue to use the current tap fee schedule. Motion passed unanimously.

Approve Task Order 001 – Miscellaneous Services 2021 – HDR Engineering

A motion was made by L. Duff and seconded by S. Grose to approve Task Order 001 – Miscellaneous Services 2021 with HDR Engineering, Inc. to provide the District with miscellaneous engineering services throughout the year. Motion passed unanimously.

Approve Annexation of 2020 Lagoon Improvements Land

A motion was made by S. Grose and seconded by S. Wilson to annex the 2020 Lagoon Improvements land rather than to apply for an exemption. Motion passed unanimously. This approach will result in a much cleaner Boundary Map for the District, which HDR will update.

Approve Change of Backflow Assembly Testing

Due to increased costs and accessibility of training, a motion was made by S. Grose and seconded by S. Wilson to change the responsibility of Backflow Assembly testing from WWSD to the customer. Motion passed unanimously. A letter to that effect will be written up.

Policy on Maximum Personal Leave Hours

Discussion was held concerning the maximum number of hours an employee is allowed to accrue in their "bank" of Personal Leave, as well as Vacation Leave. A motion was made by J. Dooley and seconded by S. Wilson to table this item until the February meeting. Motion passed unanimously.

Signed Service Agreement Requirements

Discussion was also held to clarify the District's policy concerning the provision of services without a completed and signed Service Agreement. This issue will be handled via an internal memo outlining proper procedures rather than a change to the District By-Laws. No additional action was taken.

ANNOUNCEMENTS

The next Regular Business Meeting of the Wright Water & Sewer District Board of Directors will be held February 11, 2021 at 7:30 p.m. at the District Office.

ADJOURNMENT

With no further business to discuss, a motion was made by S. Grose and seconded by J. Dooley to adjourn. Motion passed unanimously. The meeting adjourned at 9:33 p.m.

Juli DePoorter, Clerk

Joseph W. Johnson, Chairman