

1. The meeting was called to order at 6:00 pm.
2. The Pledge of Allegiance was led by Harold Merritt.
3. Roll Call: Neil Duncan, Jack Davis, Mayor Moser, and Harold Merritt were present. Nathan Bronemann took minutes. Kevin Sair was excused. Legal Counsel was excused. Rod Mills and Bob Davis of Ensign Engineering were present.

4. Declarations of conflict of interests.

None stated.

5. Discussion and action on the 2013 meeting schedule

Mayor Moser said they were required to set the annual meeting schedule. He read the proposed meeting dates.

Motion made by Neil Duncan to set the meeting schedule for the first and third Wednesday of every month at 6:00 pm. Jack Davis seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

6. Acquisitions – Harold Merritt

Harold Merritt had nothing to report.

Rod Mills said they were now in the details of the acquisitions.

Jack Davis asked where they stood on the closing.

Rod Mills said they had a tentative date set to close within the next couple weeks. He said most of the documents would be recorded within the weekend.

7. Funding – Kevin Sair

Rod Mills reported that they were now actively working on both funding packages. He said Ensign Engineering had been doing work to meet the requirements of Rural Development. He said that they were actively working to clear up some title issues in order to close.

8. Operations – Neil Duncan

Neil Duncan said that as soon as they closed he wanted to get with Dale Harris and create a binder that anyone could read to be able to find and turn on or off a meter.

Jack Davis asked what the condition of the truck was and if they needed to get it registered.

Mayor Moser said they needed some money before they could do anything.

9. Resource Management – Mayor Moser

Mayor Moser said they needed to sign an extension with the realtors on the offer on the 30-acre parcel as the original offer had expired.

10. Development – Jack Davis

Jack Davis said he had nothing new to report.

Rod Mills said with a few potential developers getting ready to start work, he recommended establishing a protocol. He recommended putting an arms-length procedure that would define how activity is reported between the District and the Town. He said a checklist for would be useful for developers. He said in the near future it would be a good idea to start work on this project.

Mayor Moser said they would need to research with the State to find out what hearings are required to be held by the District. He said that before a developer is able to seek approval from the Town, they would need will-serve letters from the District for water in addition to will-serve letters for power, sewer, and telephone.

There was a discussion on needing a specific checklist to be handed to individuals wanting to develop.

Mayor Moser said if an individual wanted a water connection to an existing lot that is in the service area, all they should need to do is fill out an application and services will be provided, but if the water lines would need to be extended to provide that individual service, that would have to be an executive process which would have to be reviewed by the board of the District.

Rod Mills recommended adding a “Review of Policies and Procedures” agenda item to all future agendas.

Motion made by Mayor Moser to permanently add a “Review of Policies and Procedures” item to the future agendas. Jack Davis seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

Mayor Moser said new developments would be required to have a sewer system. He recommended adding a sewer item to the agenda. He said the District board would have to decide what type of sewer system they wanted to have in the Town for new development.

Motion made by Mayor Moser to permanently add a “Sewer” item to the future agendas. Neil Duncan seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

11. Consent Calendar - Income and Expenses

Nothing to report.

12. Consider approval of minutes:

a. January 2, 2013 Regular Meeting Minutes

Motion made by Mayor Moser to approve the January 2, 2013 regular meeting minutes.

Neil Duncan seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

13. Discussion and action on the water purchase

Nothing more to discuss.

14. Request for a closed session

None requested.

15. Adjournment

Motion made by Mayor Moser to adjourn the meeting. Neil Duncan seconded the motion.
Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

Meeting adjourned at approximately 6:56 PM.

Date approved: _____

ATTEST BY: _____

Nathan Bronemann

Chairman Harold Merritt