

Mar 17, 2025 Board Meeting Minutes

Green Hills Country Estates Water & Sewer District [PBA the District]

7:00 p.m. via Zoom or in Person @ Huntsville Library

Board members present: Gary Hebert, Natalie Davenport, Greg Liddell

District members present:

Others in attendance: Diane O'Connell, Tess Kennedy

Call to Order: The monthly meeting was called to order by Gary Hebert, President of Green Hills Water and Sewer District.

Agenda: Reading of agenda by Natalie Davenport

Approval of February 18, 2025 Public Hearing Minutes: Natalie Davenport made a motion to approve the February 18, 2025 public hearing minutes.

- Greg Liddell seconded the motion.
- The motion was passed by vote. Gary: Aye, Greg: Aye, Natalie: Aye

Approval of February 2025 Monthly Disbursements: Diane presented the February 2025 monthly disbursements.

- Credit card payment of \$121 (QBO, Google Drive storage, 1099 NEC envelopes and e-filing charges)
- Check number 841 for \$4,522 to Aqua Engineering (contract administration)
- Check number 842 to Chemtech Ford (January water testing)
- Check number 843 to Denton's Durham for \$1,125.33 (maple treatment plant easement legal work)
- Check number 844 to Jones and Demille for \$10,210 (asset evaluation)
- Check number 845 (board support January hours)
- Rocky Mountain Power (well pump electric bills) \$258 and \$52
- Transfer to PTIF general account - \$10K
- Check number 846 (voided - printing issue)
- Check number 847 \$503 customer settlement (meter inaccuracy)
- Check number 848 Chemtech Ford (4 additional bacti testings)
- Check number 849 Denton's Durham for \$1,619 (loan closing, easements, and resolutions/rate structures)
- Check number 850 (additional outside of contract work)
- Check number 851 Rural Water \$460 (water operator conference registration)
- Standard monthly contracts (water operator and accounting/office mgt)

- Natalie Davenport made a motion to approve the February 2025 monthly disbursements.
- Greg Liddell seconded the motion.
- The motion was passed by vote. Gary: Aye, Greg: Aye, Natalie: Aye

Discussion about Annual Board Certifications: Tess and Natalie reviewed board member certifications.

- All three board members have certifications due.
- Tess will place reminders on the board members' calendars.

Discussion about Bottled Water Reimbursement Rates: Natalie reviewed bottled water pricing from three sources (Smith's, Costco, Lee's).

- The current rate is \$0.07 per ounce.
- The average found was \$0.05 per ounce.
- Recommendation to keep the rate at \$0.07 per ounce.
- Natalie Davenport made a motion to keep the current bottled water rate at \$0.07 per ounce.
- Gary seconded the motion.
- The motion was passed by vote. Gary: Aye, Greg: Aye, Natalie: Aye

Treatment Plant Update: Greg provided an update on the treatment plant.

- Water pipelines and valves have been rerouted.
- Long lead items have been ordered and payments started.
- A meeting with the engineer is scheduled for Thursday.
- The goal is to be "out of the dirt" in six weeks.
- Power distribution panel has also been moved.

General Manager Update: Natalie recommended Tom Summers and Diamond S Water Technologies for the General Manager position.

- Natalie Davenport made a motion to contract with Diamond S Water Technologies for the General Manager position, effective as of today.
- Greg Liddell seconded the motion.
- The motion was passed by vote. Gary: Aye, Greg: Aye, Natalie: Aye

Adjournment: Natalie Davenport made a motion to adjourn the meeting.

- Greg Liddell seconded the motion.
 - The motion was passed by vote. Gary: Aye and Greg: Aye, Natalie: Aye
 - The meeting was adjourned.
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Reviewer	Status	Notes
Treasurer Green Hills	Approved	
Greenhills Water	Not started	
Gary Hebert	Not started	
Secretary GreenHills	Approved	
Tess Kennedy	Not started	