

PONTOON BEACH PUBLIC WATER DISTRICT  
3959 PONTOON ROAD  
PONTOON BEACH, IL 62040

FEBRUARY 1, 2017

MINUTES OF MEETING

REGULAR MEETING OF THE PONTOON BEACH PUBLIC WATER DISTRICT WAS CALLED TO ORDER AT 7:00 P.M. BY CHAIRMAN CHRIS HANKINS.

ROLL CALL OF BOARD MEMBERS: PRESENT—CHRIS HANKINS, CURT EDWARDS, WILLIAM ARNOLD, THOMAS HANSON, BEVERLY HOPPER, SCOTT SMALLIE AND DISTRICT MANAGER TERRY KREHER. ABSENT—DOUGLAS CRITES.

BUSINESS:

CHAIRMAN HANKINS ASKED THE BOARD MEMBERS IF ALL RECEIVED MINUTES OF MEETING FOR JANUARY 5, 2017 BY E-MAIL, ALL RECEIVED. MOTION BY SCOTT SMALLIE TO ACCEPT THE MINUTES AS RECEIVED. SECOND BY WILLIAM ARNOLD. ALL AYES , CARRIED.

ALL BOARD MEMBERS RECEIVED AND STUDIED COPY OF THE DISTRICT BILLS FROM JANUARY 5, 2017 THROUGH FEBRUARY 1, 2017. ASKED FOR QUESTIONS. SCOTT SMALLIE MADE MOTION TO ACCEPT AND PAY DISTRICT BILLS AS PRESENTED. SECOND BY BEVERLY HOPPER. ROLL CALL VOTE, UNANIMOUS.

CORRESPONDANCE: NO

OLD BUSINESS:

CHAIRMAN HANKINS ASKED FOR REPORT ON FINANCES. IT WAS REPORTED THAT THE DISTRICT HAS TO KEEP THE ILLINOIS FUND BECAUSE THE OVERFLOW FROM CREDIT CARD ACCOUNT GOES INTO THAT FUND. AFTER A \$1,000.00 (One Thousand )DOLLARS IS IN CREDIT CARD ACCOUNT, EVERY DEPOSIT THEREAFTER WIL AUTOMATICALLY BE TRANSFERRED IN TO THE ILLINOIS FUNDS ACCOUNT. PAYMENTS COME INTO OFFICE SLOW ON SOME MONTHS BUT DISTRICT BILLS HAVE TO BE PAID BY CERTAIN DATES. BOARD REQUESTED THAT WE GET QUOTES AND RATES FROM BANKS ON CERTIFICATE OF DEPOSITS. ALSO, NAME CHANGE IS REQUIRED ON MONEY MARKET ACCOUNT SINCE TWO PREVIOUS NAMES ARE NO LONGER ON BOARD. FORM COMPLETD FOR BANK WITH NEW SIGNATURES OF CHAIRMAN AND CO-CHAIRMAN.

HANKINS ASKED FOR THE SIX (6) MONTH EVALUATION ON NEW EMPLOYEE, DANIEL ELLIOTT. MANAGER TERRY KREHER STATED HE IS PRESENTLY DOING WELL AND THEY ARE COMMUNICATING BETTER. HE IS DOING WELL OUT-IN-THE-FIELD AND LEARNIG THE OFFICE PROCEDURES. THERE IS SO MUCH TO LEARN IT JUST TAKES TIME. HE EXPLAINED TO THE BOARD THAT THERE ARE 72 STEPS YOU HAVE TO FOLLOW IN SPECIFIC ORDER AND YOU HAVE TOCOMPLETE IT ALL CORRECTLY ON THE BILLING SOFTWARE THAT IS A LOT TO LEARN EVERY MONTH. DANIEL HAS RECEIVED HIS REQUIRED LICENSE. DISCUSSION AND QUESTIONS. MOTION BY SCOTT SMALLIE TO REMOVE PROBATIONARY STATUS ON DANIEL WITH THE DESIGNATED SALARY INCREASE THAT WAS DISCUSSED WHEN HE WAS HIRED. SECOND BY CURT EDWARDS. ROLL CALL VOTE. UNANIMOUS  
PREVIOUSLY, THE BOARD APPROVED \$1,500.00(FifteenHundred)DOLLARS FOR VARIOUS TOOLS THE DISTRICT NEEDED WHEN HAVE BREAKS. ONE ITEM WAS PURCHASED, A 3" TRASH PUMP FOR \$1,300.00 (Thirteen Hundred)DOLLARS. STILL NEED POWER WASHER, HEAD LAMPS AND CORDLESS IMPACT

WRENCH. DISCUSSION. MOTION BY SCOTT SMALLIE TO ALLOCATE \$700.00(Seven Hundred)DOLLARS FOR THE REMAINING TOOLS NEEDED. SECOND BY THOMAS HANSON. ROLL CALL VOTE, UNANIMOUS.

NEW BUSINESS:

EVERYONE RECEIVED A COPY OF ANNUAL FINANCIAL REPORT FOR YEAR ENDED JUNE 30, 2016 FROM ACCOUNTANT . ALL INFORMATION THE DISTRICT HAD WAS PROVIDED TO ACCOUNTANT. AUDITOR SUPPLIED A SUFFICIENT AND APPROPRIATE AUDIT TO PROVIDE FOR A QUALIFIED OPINION. (See page 2 OF REPORT) .SCOTT SMALLIE MADE MOTION TO ACCEPT AUDIT AS PRESENTED AT THIS TIME. SECOND BY THOMAS HANSON. ALL AYES, CARRIED.

DISCUSSION ON LOOKING INTO COMPUTER UPDATE AND SOFTWARE AND SERVICE PROVIDERS. WILL PUT IN NEXT YEAR BUDGET.

CHAIRMAN ASKED IF THERE WERE ANY ADDITIONAL COMMENTS OR QUESTIONS FROM BOARD MEMBERS.

HE ASKED FOR ADJOURNMENT. MOTION MEETING BE ADJOURNED BY SCOTT SMALLIE, SECOND BY THOMAS HANSON. ALL AYES, CARRIED.

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SECRETARY

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CHAIRMAN