



Mayer Water District.

Special/Work Meeting Minutes (05-19-17)

I. Call to Order

- a. Meeting called to order at 12:03pm
- b. All members present (Joe Mish, Jackie Burress, Kathy King) (Ron Good Joins via telephone 12:08pm)

II. May 16<sup>th</sup> 2017 Letter from attorney Shiela Schmidt

- a. Available at [www.mayerwaterdistrict.com](http://www.mayerwaterdistrict.com)

III. Study Session Items

a. 2016-2017 Budget:

- i. Kathy King: Daniel I have a question on the budget, for fiscal year June 2017, what does the \$7,630.00 adjustment number represent? **(Daniel: This report is coming from Judith and we will need to ask her.)**
- ii. Joe Mish: What does the yard maintenance represent at \$1,400.00, is this just mowing the grass here at the yard? **(Daniel: Yes, that's to take care of the entire property, as well as the rental property.)** Kathy King: So, we take care of the rental property here at the office, but not down the street? **(Daniel: Yes, that is correct.)** Kathy King: Did we bid this Job? **(Daniel: No)**
- iii. Joe Mish: Utilities including phone for \$12,366.00, we need to break this item down, into separate items. I want to know what the phone bills are? **(Daniel: Verizon phones are about \$250.00 per month, that includes all 4 phones.)** Kathy King: Are you in any position to start breaking down the items? **(Daniel: No, the accountants have set certain privileges for me, until I am certified in QB's. I should be certified before end of June.)**
- iv. Joe Mish: The Misc. items total \$1,261.00, needs to be itemized.
- v. Kathy King: \$5,801.00 for Bank Credit Cards, is that the cost to have credit cards, or is that items? **(Daniel: This is another question to be brought before Judith Van Rossum.)**
- vi. Joe Mish: How many credit cards do we have? **(Daniel: We have 2 credit cards.)**
- vii. Ron Good: Who has credit cards now? **(They are currently in Bob Kaufman, and Mark Mills name.)**
- viii. Kathy King: Who has possession of the credit cards? **(Daniel: The credit cards, are in my possession, they always stay with me until they need to be used. When used a receipt is brought back to me along with the cards.)**
- ix. Jackie Burress: The entire page needs to be broken down into more detailed items.
- x. Kathy King: Can I please get a copy of the last 3 Verizon Bills? **(Daniel: Yes)**
- xi. Kathy King: Are we \$95,850.00 in the red on net ordinary income? **(Daniel: Yes)**
- xii. Joe Mish: I have been harping about CPA reports for over a year. What has been

done to stop the blood flow? **(Daniel: We have stopped all projects, and just basically keeping the doors open. Since I started in April in 2016, I have been screaming to the previous board, that we needed a rate increase. We have not been able to provide the correct financial reports because everything in our QB's was completely false. Now that the accountants have caught up we can see what is really going on.)**

- xiii. Ron Good: We are not making it without the tower? **(Daniel: Correct)**
- xiv. Joe Mish: Are there 4 Verizon checks that are missing? **(Daniel: Yes, they have never been cashed, they will reissue the checks.)**
- xv. Kathy King: Why are we in the red on rental expenses? **(Daniel: That was to upgrade the rental property next door, flooring etc.)** Kathy King: Was this board approved? **(Joe Mish: Yes, that was approved.)**
- xvi. Kathy King: Was there some sort of structural damage done to this building, and would it have been this Fiscal year? **(Daniel: We will look back at the records, it seems this was before my time here.)**
- xvii. Kathy King: Do you have a budget that is itemized better? **(Daniel: Judith, will have it.)**
- xviii. Kathy King: When where the seminar, and classes voted on? **(Ron: Usually the manager is in charge of his employees and getting them to classes.)**

b. **G & S Gravel Report:**

- i. Joe Mish: I would like this item to be placed on the next meeting Agenda.
- ii. Ron Good: The situation at the Quarry is hostile. I accompanied Bob Kaufman, Mark Mills, and Emery Layton on a trip down there, and Mark and Mr. Miller wanted to fight each other. This caused Mr. Miller to ban Mayer Water from the property.
- iii. Jackie Burress: Looking over this easement appears to allow us on the property? Why do we need to get a hold of Emery Layton? **(Joe Mish: Anytime you move a water line as a municipality you have to have an engineering report.)**
- iv. Daniel: We need to record the new easement on the property.

c. **Profit & Loss Reports July 2016 till April 2017:**

- i. Kathy: August 2016 what is the office and yard for \$845.91 expense for? **(Daniel: I believe that's for yardwork, and cleaning of the office, I would need to look at the detailed report to be sure.)**
- ii. Kathy: Have we already had repair expenses on the new ford? **(Daniel: Yes, the transmission is shot. Its operable but it's going to die.)**
- iii. Joe Mish: I would like to place vehicle expenses gas & oil, and vehicle repair. I want that stuff itemized, I want the time the gas was bought, the mileage on the truck, when the oil changes where done, and so on. Because it sounds like no maintenance was done.
- iv. Kathy: I think we need to have job descriptions.
- v. Ron: I see we have someone in training every month, is this true? **(Daniel: Yes, we send someone every time there is an opportunity.)**
- vi. Joe: I would like to add to Agenda that any further training session be approved by the board.
- vii. Jackie: What is this management fee I see to Bank of New York? **(Joe Mish: That is the fee we pay to the bank to hold our funds from the tower tank.**
- viii. Ron: Just to clarify, Mark Mills is not a current employee. **(Kathy: No, he is not a current employee.) (Daniel: He worked this week) (Joe: Who authorized this?)**

**(Ron: Bob did this all on his own)**

- d. **Former employee litigation:**
  - i. Kathy: Do we have insurance, if so why did we use Shiela? **(Daniel: Bob, decided to go with Shiela after, we received no response from our insurance.)**
  - ii. Joe Mish: Place this on the Agenda.
  - iii. Jackie: We need to contact the insurance company, and they can stop this, they will fight this in court. So, we don't have to settle for \$53,000.00 on Casey Boone.
  - iv. Kathy: Why, would Casey, sign his on checks for the wrong amount?
  - v. Joe Mish: Add to Agenda, that all district employee's fill out a daily timecard. **(Daniel: We clock in every day with our timeclock.)**
- e. **Current Inventory List:**
  - i. Daniel: We do not have a current inventory list, we have a current parts list.
- f. **Judith Forensic Work:**
  - i. Daniel: We have spent \$21,320.00 on forensic accountant work. She has been a great asset for this company, she has brought this company back to life. This QuickBooks account was destroyed.
  - ii. Joe: Has there been any foul play? **(Daniel: She has not been able to look at this aspect, as she had to fix the mess that is a QuickBooks.)**
  - iii. Ron: The last time I heard from Judith if there was any criminal activity, she told me that it was mostly just plain negligence.
- g. **Status of wells:**
  - i. Daniel: We have no working well sounder, Mark was trying to fix the sounders, but was not successful.
  - ii. Joe: Terrell well report – We have a serious problem, the forest service rep Chad Yocum, showed us aerial photos on the section where are wells are located in section 9, and our paperwork describes them on section 8. I told them we needed every gallon of water in Mayer. I told them I can't make a decision, and that this needs to be brought before the board. They have asked to be present this to the board.
  - iii. Kathy: lets gather all the information we can before the next meeting.
  - iv. Jackie: We need to place all the requested items on the Agenda.
  - v. Jackie: We also need to get them some sounders so they can do their jobs.

#### IV. Adjournment

- a. Jackie make motion to adjourn, Joe seconds, All in Favor. 1:36pm

### **Disclaimer:**

Due to the length and purpose of this meeting as a working session, the minutes had to be condensed, so if you would like to view the entire meeting please request a copy of the video.