

Rural Water District No. 1
Ellsworth County, Kansas a/k/a Post Rock Rural Water District
Regular Board Meeting Minutes
August 17, 2021

At 6:30 pm, Chairman Kayla Errebo noting a quorum called the regular board meeting to order. Chairman Errebo requested Ms. Condit to take roll call.

Directors present were Kayla Errebo, Brad Miller, Howard Wehrman, Butch Teppe, Martin Bland, Jon Wright, and John Dolezal.

Directors not Present: Joel Christy and Ralph Larson

Others Present: Leslee Rivarola (Virtual), Doug Janssen, and Sharon Condit (present in the district office).

Guest: None

At 6:32 pm, Chairman Errebo called for a motion to approve the consent agenda items. Director Miller made a motion to approve the consent agenda items. Seconded by Director Wright. Motion carried.

At 6:35 pm, Chairman Errebo called for Item #2 on the agenda. Ms. Condit presented the financial report and asked if there were any questions. With no other questions, Ms. Condit recommended the bills be approved to pay in the amount of \$96,367.14. Chairman Errebo called for a motion to approve the bills. Director Miller made a motion to pay the bills, not to exceed the amount of \$96,367.14. Seconded by Director Teppe. Motion carried.

At 6:40 pm, Chairman Errebo called for Item #3 on the agenda. After a brief discussion on setting a spending allowance for Douglas Janssen, General Manager, Chairman Errebo called for a motion. Director Miller made a motion to set a \$10,000 spending allowance effective until the September 21, 2021, meeting (35 days) and until the Purchasing Policy is revised and brought before the board of directors at the September meeting. Seconded by Director Wright. Motion carried.

At 6:45 pm, Chairman Errebo called for the second issue for Item #3 on the agenda, as to adding Douglas Janssen, General Manager, to the signature cards on the bank accounts. After a brief discussion, Chairman Errebo called for a motion. Director Wright made a motion to add Douglas Janssen, General Manager, as an authorized signer on all the bank accounts at First Bank Kansas and to issue a debit card to Douglas Janssen, General Manager. Seconded by Director Miller. Chairman Errebo called for a roll call vote. Directors Miller, Wright, Teppe, Dolezal, and Vice Chairman Bland voted yes. Director Wehrman abstained. Motion carried.

At 6:55 pm, Chairman Errebo called for Item #4 on the agenda. Ms. Condit presented to the board of directors with an option for employees reaching the age of sixty-five (65), and who are still employed. She explained that when an employee reaches the age of sixty-five (65) they must sign up for Medicare Part A. If the employer has a group policy of less than twenty (20) employees, then the employee must sign up for Medicare Part B. Allowing the employee(s) to drop off the group plan and sign up for another plan with supplemental coverage, such as Plan 65 through Blue Cross Blue Shield is a savings to the district and is a benefit to the employee. Also, Ms. Condit explained to the board of directors for this premium cost to be reimbursed to the employee(s) the district must incorporate a third-party administrator plan with a third-party administrative agent. By incorporating a third-party administrator, the premiums can be reimbursed by the district without the reimbursement being taxed. Ms. Condit explained she reached out to Mr. Ryan Cook, the district's accountant, who explained he has recommended Total Administrative Service Corporation (TASC) for several of his clients. Ms. Condit explained she contacted TASC for information on their plan. There is an annual cost of \$685.00 for the plan, which is subject to change annually. After a brief discussion and the opinion of the General Manager, Chairman Errebo called for a motion. Vice Chairman Bland made a motion to incorporate a third-party administrative plan with TASC and allow the employee(s) to drop off the group plan and join a plan such as Plan 65 with Blue Cross Blue Shield and the employee(s) would be reimbursed for the cost of the premiums for Medicare Part B and the supplemental plans. Seconded by Director Wright. Motion carried.

At 7:00 pm, Chairman Errebo called for Item #5 on the agenda. Mr. Janssen reviewed the suggested changes to the current handbook. After a few questions from the board of directors that were answered by Mr. Janssen, Chairman Errebo called for a motion to approve the handbook. Director Wright made a motion to approve the handbook as presented with the suggested amendments. Seconded by Director Dolezal. Motion carried.

At 7:15 pm, Chairman Errebo called for Item #6 on the agenda. Mr. Janssen briefed the board of directors on a conversation he had with a potential candidate for the water treatment position. After a brief discussion, the board of directors determined the position should be advertised to accept outside applications. Chairman Errebo called for a motion. Director Wright made a motion to hire a full-time employee to fill the vacant position at the water treatment plant and to advertise the position. Seconded by Director Wehrman. Motion carried.

At 7:25pm, Chairman Errebo called for Item #7 on the agenda. Mr. Janssen briefed the board of director on the new fire policy to assist rural fire departments compared to the one that is currently in place. He explained the procedure as to how the district employee(s) would assist the rural fire departments in case of a fire. After a brief discussion, Chairman Errebo called for a motion. Director Wehrman made a motion to accept the new fire policy and the procedures to be

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followed by the rural fire department and the district's employee(s). Seconded by Director Wright. Motion carried.

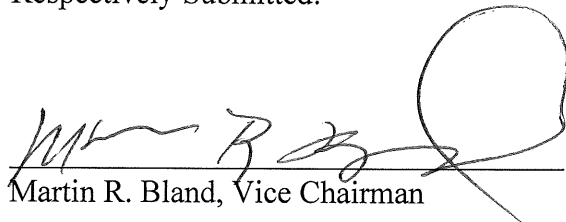
At 7:40 pm, Chairman Errebo called for reports. Mr. Janssen gave the general manager report, the distribution report, and the water treatment plant report.

At 8:05 pm, Chairman Errebo called for the office managers report. Ms. Condit give the office managers report.

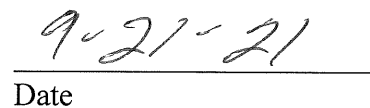
At 8:15 pm, With no other new or old business to be brought before the board of directors, Chairman Errebo called for a motion to adjourn the meeting. Director Miller made a motion to adjourn the meeting. Seconded by Director Wright. Motion carried.

Meeting adjourned at 8:15 pm.

Respectively Submitted:



Martin R. Bland, Vice Chairman



Date