

# FEBRUARY 2025 MONTHLY MEETING OF THE BOARD OF DIRECTORS OF THE HIGHLANDS SUBDIVISION WATER DISTRICT

The Board met in a general meeting at 7082 SE Nighthawk on Wednesday, February 19, 2025 at 5:30 pm.

## **Board Members present:**

Richard Davis  
Ramona Lang  
Rick Mayer  
Larry Scheffler

## **Others present:**

Judy Davis  
Dock Kerbow  
Justin Alderman  
Dianna Scheffler  
Tony Woods

## **Secretary's Report & Treasurers Report**

The minutes of the January 2025 meeting were read and approved.

The Treasurer's Report was examined and approved.

## **General Discussion:**

### **Operations**

- There were no major issues currently with the functioning of the system.

### **Administrative**

- George Stuart resigned as President and from the board as of December 19, 2024, citing health reasons and added stress as reasons. We need to take board action stating that He is no longer president and refile it with the county clerk
- Rick reported that our Zoom link has been established. We will also advertise our meetings in the Roundup, as well as posting them on the community bulletin boards and including the information on the monthly bills.
- The board attended a training class provided by Niki Fisher of the SDAO on January 20.
- Larry and Ramona attended a class offered by OGEC on the public meetings law on Feb 5.
- A discussion was held on whether to make the Connex at the south Davis well suitable for public meetings. The board decided that the high costs involved would not be a good use of the district's resources.
- Rick reported that we as of now have 5 people who have expressed interest in the job of billing clerk. We will need to review their resumes.
- We have several people in the district who are in arrears in their water bills. We will be sending out notices requesting an immediate response.
- Dianna Scheffler has declined to serve on a budget committee due to outside harassment.

## **Board Actions**

- Rick moved and Ramona seconded a motion to approve the minutes of the January 2025 meeting. The motion carried unanimously with no abstentions.
- Larry moved and Rick seconded a motion to approve the Treasurer's Report. The motion carried unanimously with no abstentions.
- Rick moved and Larry seconded a motion that a Zoom link be approved with the note that it is limited to 45 minutes, but may include close captions. The motion carried unanimously with no abstentions.
- Rick moved and Larry seconded a motion to install an internet connection with Prinetime in the Connex at a hookup cost of \$282 and a monthly charge of \$54. The motion was defeated with all four members present voting against the motion
- Ramona moved and Larry second a motion to appoint Rick as our registered agent for the HSWD.
- Larry moved that we send a letter to customers with serious delinquent unpaid amounts requesting an immediate response within 5 business days. The motion was approved with all board members present voting in favor.

- Rick moved and Larry seconded a motion to designate the billing clerk and meter reader be designated As employees for purposes of complying with state law. All of the board members present voted in favor of the motion. The motion carried.
- Rick moved and Ramona seconded a motion to review the resumes of those persons applying for the billing clerk at the next meeting. The motion was approved with all board members present voting in favor.
- Ramona moved and Rick seconded a motion to adjourn. The motion was approved with all board members present voting in favor.

There being no further business, the meeting was adjourned at 6:40 pm. The next board meeting will be March 19<sup>th</sup> at the Crook County Library at 5:00 pm.