

NWPPRD Board of Commissioners
Minutes of December Regular Meeting
December 18, 2018

Meeting called to order by the Chair at 6:32 PM with all Commissioners present.

Public Comment: Ty Tyson re Community Advisory Board

Approval of Minutes: Approved minutes of 11/15/18 Regular meeting with amendment to update Voucher Review text. Motion by Commr. Holly, seconded by Commr. Hoffmire. Approved unanimously.

Voucher Review: Motion by Commr. Shingleton to approve vouchers 8054-8073 in the amount of \$11,748.71 and payroll transfers from M&O account to payroll account in the amount of \$11,964.61. Second by Commr. Hoffmire. Approved unanimously.

Unfinished Business

- District Property: Still WIP
- Employee Handbook: Will receive draft from Commr. Holly in January to review for February.
- Business Plan 2019: Will receive draft for review in Feb from Rex & Julie
- Bios for website: Still not received all. Please complete and submit. Also, please wear district shirts to January meeting for photos.
- Regular Meeting Dates for 2019: Dates established for 4th Thursday of every month with exceptions for May (05/16), November (11/21), and December (12/19). [Motion to approve by Commr. Holly, sec by Commr. Hoffmire. Approved Unanimously.]

New Business

- Election of New Officers:
 - Commr. Merrill nominated by Commr. Hoffmire for Chair, nomination accepted. Approved unanimously.
 - Commr. Shingleton nominated by Commr. Holly for Vice Chair, nomination accepted. Approved unanimously.
 - Position of Secretary will continue to be rotating responsibility at present.
- Proposal for Critical Maintenance Needs: Several quotes for critical maintenance presented and discussed. Proposed to be completed during a closure in April timeframe but need to be approved to lock down service providers now. Motion by Commr. Holly to approve WM Smith and Associates, Inc. and Barron Heating quotes, second by Commr. Shingleton. Vote: Approved Unanimously.

Additional meeting action items:

- Agreement to have outstanding minutes completed by Feb regular meeting or action plan will be discussed
- Chair Merrill will put together an expected minutes list for 2019
- For January, Chair Merrill and ID Coryell will provide draft of proposed shut down and communication plan for review.

Next Regular Meeting: January 24, 2019 @ 6:30 PM

Adjournment: Motion by Commr. Hardin to adjourn, seconded by Commr. Holly. Unanimous approval.
Adjourned at 7:45 PM.

Submitted by Wendy Shingleton

** Complete meeting detail can be found in the audio published on the YouTube channel for John Vanderzicht Pool.

Abbreviations: ID - Interim Director, AI - Action Item, WIP - Work in Process