

MEETING MINUTES, BOARD OF DIRECTORS
HAMMOND WATERWORKS DEPARTMENT
Wednesday October 12, 2016

Those present were the following:

S. Daniels	President	Edward Krusa, Chief Executive Operator
B. Grisolia	Vice President	T. Ormes, Board Attorney
R. Lendi	Treasurer	
P. Walker	Secretary	

Those not present: C. Margraf

The Minutes of the previous meeting were approved and accepted as submitted to be placed on file upon motion made B. Grisolia by seconded by P. Walker;, and motion carried.

Upon motion made by R. Lendi seconded by P. Walker; to approve the payment of the claims listed on Accounts Payable Voucher Ledger and UB Check Writer Deposit Refund register for 10-12-16.

The following reports were received to be placed on file upon motion made by B. Grisolia; seconded by P. Walker, and motion carried: Three-Year Monthly Pumpage Comparison for September, Filtration Daily Pumpage for 2016, Filtration Overtime Report for July 2016, Operation Reports #28 and #29; Sick and Personnel Absentee Reports.

Upon the recommendation of the Chief Executive Operator, motion made by B. Grisolia, seconded by P. Walker and motion carried to: write off bad debt over one year old in the total amount \$24,621.49.

George Peterson has submitted a job bid and application for the Laborers' position. George Peterson currently works in Public Works and comes recommended by the Mayor. A motion was made by R. Lendi, seconded by P. Walker and motion carried to: hire George Peterson for the Laborers position contingent on drug screen and background check.


A motion was made by R. Lendi, seconded by P. Walker and motion carried to approve and pass draft Resolution No. 2016-7 effective October 13, 2016. Resolution No. 2016-7 is a resolution of the Board of Directors of the Hammond Water Works Department establishing a policy determining ultimate responsibility for water service charges billed by the department. The resolution states only owners and property managers may put services into their name. Tenants currently with services in their names may keep the services as is until they have vacated the property.

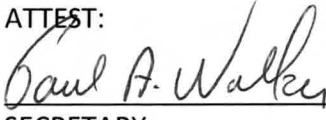
Upon the recommendation of the Chief Executive Operator, motion made by B. Grisolia, seconded by P. Walker and motion carried to: add Columbus Day to the list of Holidays in the Employee Handbook retroactive to 2014.

The Chief Executive Operator informed the Board that he expects to award the bid for the Filtration Electrical Upgrades project next meeting.

MEETING MINUTES, BOARD OF DIRECTORS
HAMMOND WATERWORKS DEPARTMENT
Wednesday, October 12, 2016
Page Two

There being no further business to come before the Board, motion was made by; R Lendi seconded by P. Walker and motion carried to: adjourn the meeting.


Shawn M. Daniel
PRESIDENT

ATTEST:

Paul A. Walker
SECRETARY