

Minutes of Twin Rocks Sanitary District

Board Meeting – March 13, 2025

Board Members

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| 1) George Bean | Board Member at Large |
| 2) Joann Baker | Secretary |
| 3) Jerry Berndt | Vice-Chair |
| 4) Ron Hemberry | Chairman |
| 5) Jerry Stanfill | Treasurer |

Staff

- 1) Cory Perkins, Plant Operator
- 2) Jennifer McHugh, Office Manager

Meeting Called to Order at 8:58 a.m.

Roll Call by - Ron Hemberry, All present. Joann attended on phone conferencing.

Public Comments: No public in attendance.

MINUTES: Members read the Minutes for February 13th meeting – Minutes Approval.

Motion to approve Jerry S 2nd George B motion carried.

Minutes were emailed to all Board Members 2 days before the Board Meeting for review and a copy was printed for the meeting.

FINANCIAL REPORT & AUTHORIZATION OF BILLS:

Approval of Bills and the Financial Report – Checks # 5374-5388, EFT, and ACH payments

Motion to approve Jerry S. 2nd George B motion carried.

Committee Reports:

Safety Comm. (Cory)—Hazard trees in the front by the Main Lift Station/Generator has been taken down.

Old Business:

- **Electronic billing – January Quarter – Jennifer:** Statements went out on March 4th. 77 Quarterly, 1 July Annual, 2 October Annuals, 4 January Annuals. Today we have 3 January Annuals and 62 January Quarterly that have not paid. 32 customers have outstanding amounts from other quarters totaling \$8,497. Total A/R for today is \$19,425. Which is at 99% collected of invoiced this FY. One house sale this month. Starting in the April Quarter, we are adding the Food Cart and the 2 Duplexes on Washington. Next month we will go over the Budget vs. Actuals for the third quarter after the budget committee meeting.
- **Elections:** May elections will have Jerry S up for position #5, and Ron for position #4.
- **Budget Committee Member:** All public committee members have confirmed they will be here in April.

New Business:

- **Reviewing the draft Budget FY 25/26** - For the General Fund our Change in Net Position is -37,139. This number is a "Cash Basis" number and it was close to what we had on our budget last year. This number is from our audit reports, though our accounting is done as a "Modified Cash Basis". We went over each Budget Fund and what they are used for; Catastrophic Reserve, Revenue Bond Reserve Fund, Revenue Bond Debt Service, SDC Reserve, and General Fund. In the General Fund we went over everything in more detail and answered questions on each line item as we went down the page.
- **Rates:** We went over rates/revenues and how they are affecting plant expenditure, personnel services, and project for the new FY. There was discussion on rates and how rate increases will affect the down line. We went over a 2%, 3%, or 5% increase. Jerry B suggested a 3.5% increase would be half of the 7%

increase the power company will have this year. There was some discussion on the percentage rate. George B moved to approve a 3.5% sewer rate increase; Jerry S seconded all voted unanimously to increase sewer service rate 3.5% that will start on July 1, 2025 for the new FY 2025/2026. Jennifer will have the resolution ready to read and review at the Budget Committee meeting in April.

Correspondence: received – none

Staff Reports:

Plant Manager – Cory – Pine Beach Lift Station – the Mission mother board was replaced and it is now working properly. The Effluent pump is now installed, just a couple of minor things left to finish and that will be complete. Advanced helped to fix the pipe at 220 E Washington. Now to line will be working fine.

Office Manager – Jennifer – I have a new company for IT support. They do IT for Rockaway and Bay City. The company is *Centerlogic*. I have a quote from them, their area manager will stop by next week to see what equipment we have and what is needed. Cost for this is an initial \$500 to start, then a monthly \$205.45 = 2,465 annually. This is all for a firewall and to protect us for cyber security and to keep us PCI compliant. Over all it is really something that we need.

I will be taking off on Monday, March 31st and possibly Tuesday, April 1st. Jennifer explained to the board the reason for the time off. The April quarter invoices are to be sent out on April 1st, the Board agreed under the circumstance it would be ok to send out invoices on April 2nd if needed.

Board Concerns – none

Motion to adjourn Jerry S, seconded by George B, the meeting adjourned at 10:55 am

Next meeting: April 10, 2025, Thursday @ 9am

Budget Committee Meeting first, then the regular Board Meeting to follow

Ron Hemberry, Board Chairman

Date