

Wells County Regional Sewer District

Meeting Minutes

Subject	Initial meeting of Wells Co RSD	Date	11/10/2010
Facilitator	Diana Toth, Mike Trevino of DLZ	Time	6:30PM
Location	Wells Co Public Library	Scribe	Ben Beer
Attendees	Wells Co RSD board members: Glenn Ryan, Greg Castilow, Tony Garton, Kent Sprunger, Ben Beer; DLZ: Diana Toth, Mike Trevino		

Key Points Discussed		
No.	Topic	Highlights
1.	Introductions	
2.	DLZ provided historical overview of problem, why Regional Sewer District was formed, and needed action items for first board meeting.	need to file for extension with IDEM, need to elect officers, need to adopt bylaws
3.	Diana Toth, DLZ provided board members background information on the Wells Co situation and the McKinney/Paxson project, also general RSD guidelines, and conflict of interest letter	Conflict of interest letter needs to be read and signed at next meeting. RSD board members encouraged to study information provided by Diana prior to next meeting.
4.	Election of Wells Co RSD officers	Glenn Ryan: president, Greg Castilow: vice president, Ben Beer: secretary, Tony Garton: treasurer
5.	Mike Trevino and Diana Toth of DLZ explained the proposed phases of the McKinney/Paxson project.	Phase I: feasibility study and formation of RSD, Phase II: preliminary engineering report, Phase III: project design, Phase IV: construction
6.	Reading and signing of extension letter to IDEM	Glenn Ryan read aloud the letter to be sent to IDEM asking for a file date extension from March 15, 2010 to June 1, 2011 it was motioned Glenn Ryan, seconded Ben Beer, and passed 5-0 that the letter be accepted, signed by president Glenn Ryan and sent to IDEM. By June 1, 2011 a district plan will be filed.
7.	Adjournment/Next Meeting	Next meeting Thursday Nov 18, 2010, Wells Co Annex, 6:30pm

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.	Review and adopt bylaws	RSD Board	11/18
2.	Send extension letter to IDEM	DLZ	11/18

Action Plan			
No.	Action Item(s)	Owner	Target Date
3.	Sign conflict of interest documents	RSD Board	11/18