

Wells County Regional Sewer District

Meeting Minutes

Subject	Wells Co RSD	Date	11/18/10
Facilitator	Glenn Ryan: RSD President	Time	6:30PM
Location	Wells Co Annex	Scribe	Ben Beer
Attendees	Wells Co RSD board members: Glenn Ryan, Greg Castilow, Tony Garton, Kent Sprunger, Ben Beer; DLZ: Diana Toth, Holly Miller		

Key Points Discussed		
No.	Topic	Highlights
1.	Approved minutes from 11/10/10	
2.	Conflict of interest forms	Forms can be filled out at a later time if there is a board decision (award a contract for instance) and a potential conflict of interest arises as a result of that. It was agreed that there is no need to file the forms at this time
3.	By-laws	Changes were reviewed by the board. Diana Toth DLZ will update document with changes and bring to next meeting.
4.	Board point of contact for IDEM	Glenn Ryan will be point of contact and his home address will be used at this time for IDEM correspondence/mailing
5.	DLZ review of District Plan tasks	Diana Toth and Holly Miller reviewed the basic tasks required to complete the Preliminary Engineering Report/District Plan. General discussion followed concerning the estimated number of effected homes in McKinney/Paxon area, the fecal coliform and E-Coli measurements made, existing utilities in the area, need for a proper survey. Also discussed what the board could be doing in parallel with the PER. These tasks noted in topic #8 below.
6.	Insurance requirements	Glenn Ryan pointed out that insurance will potentially need to be carried for the board members. Diana Toth DLZ will review matter with Wells Co attorney Trent Patterson and report back at next meeting for further discussion.
7.	Old business	No further discussion on old business
8.	New business	Discussed that board members can investigate IRSDA membership, funding possibilities via grants, income surveys, meet and invite other RSD board members to future meetings.
9.	Schedule next meeting time and location	Next meeting Monday 12/20/10, 6:30pm, Wells Co Annex

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.	Update by-laws with agreed changes and bring to next mtg	DLZ-Diana Toth	12/20/10
2.	Bring materials on possible grant sources	Glenn Ryan	12/20/10
3.	Ask Trent Patterson about need for insurance	DLZ- Diana Toth	12/20/10
4.	Check about IRSDA membership	Glenn Ryan	12/20/10
5.	Write letter to IDEM changing point contact to Glenn Ryan	DLZ-Diana Toth	12/20/10