

Terrebonne Sanitary District
Thursday, October 19, 2023, at 11:30 p.m.
Special Time 11:30 am – Held Virtually Only

Board Meeting Minutes

1. Call to Order
2. Individuals in Attendance:
 - a. Board Members: Tim Brown, Kristin Yurdin, Guy Vernon, and Mariah Patel.
 - b. Project Team Members: Nancy Blankenship, Linda Swearingen, Ryan Rudnick.
3. Consent Agenda

September 21, 2023 Meeting Minutes (Exhibit A). It was moved and seconded to approve the minutes. Motion carried unanimously.
4. Discussion and Action Items
 - a. Election of Treasurer- Tim moved and Mariah seconded the motion to name Guy Vernon the Treasurer. Motion carried unanimously.
 - b. SOS Business Registry & Tax Payer ID update. Linda stated that the district now has an EIN number. 93-3889198 is the EIN number. She also stated that she will apply for a SAMS designation as well.
 - c. Development of Board Policy Manual (Exhibit B). The Board reviewed all the changes that were previously discussed at the September Board meeting. **XXX moved and XXX** seconded the motion to approve the policy manual. Motion carried unanimously.
 - d. Annexation Discussion & Draft Policy-Postponed Discussion until the November meeting.
 - e. SDAO membership was discussed, and Ryan stated a check was being sent to SDAO for membership.
 - f. Insurance Agent of Record. Nancy explained that she had three possibilities for an agent of record with SDAO. She outlined a process for evaluating the three agents and a recommendation being made to the entire Board. As soon as the three are evaluated, Nancy and two Board members (Guy and Mariah) will recommend one agent for the Board to name as the District's agent of record.
 - g. Webpage-Mariah stated that we are close to starting the website with SDAO. She also discussed having an org vs. gov email and the advantages vs. disadvantages of each.
 - h. Financial Report and Funding Discussion-

- i. 30% Sewer Plans and Cost Estimates (Exhibit C) Ryan made a presentation about the 30% sewer plans and cost estimates.
 - i. Sample Financial Policies (Exhibit D) Nancy made a brief presentation about future financial policies.
 - ii. Discuss/Confirm scope of work for additional ARPA. Ryan made a presentation about ARPA funding and how the district's bills will be paid.
 - iii. COIC Funding Opportunity-Kristin talked about COIC Funding Opportunities and how the district may benefit from them in the future.
 - iv. Draft 2023-2024 Operating Expenses 9 (Exhibit D) was presented by Nancy and discussed by the Board.
- j. Sample Financial Policies (Exhibit E) was presented by Nancy and discussed by the Board.
- k. City of Redmond Treatment Agreement Update-Tim and Ryan updated the Board about the proposed treatment agreement and its implications on the district.
- l. Board Training-Postponed

5. Public Comments-None

6. Meeting Adjourned was adjourned at 1:18 pm.

Respectfully submitted Linda Swearingen