

SUMMARY OF PROPOSED MINUTES
Board of Public Works Teleconference Meeting
Wednesday, September 2, 2020

PRESENT VIA TELECONFERENCE:

Road Commissioners Askew, Boze, Burleson, Kinney and Moffat
Managing Director Daniel Bishop
Finance Director Linnea Rader
Operations Director Greg Brucks
Highway Engineer Barry Anttila
Administrative Assistant-Board Secretary Jill Brien

GUESTS PRESENT DURING TELECONFERENCE:

None

The Chair called the Teleconference Meeting to order at 6:37 pm.

Moved by Boze, and seconded by Burleson to approve the minutes of the June 3, 2020 Teleconference Meeting as presented by Managing Director Bishop.

AYES: 5
NAYS: 0
MOTION CARRIED.

Discussion regarding signature of the vouchers for commissioner per diem for attendance at the teleconference Public Works meetings. A motion was made by Moffat and seconded by Burleson to authorize Managing Director, Daniel Bishop, on the behalf of the commissioners, to sign expense vouchers during the Coronavirus pandemic.

AYES: 5
NAYS: 0
MOTION CARRIED.

Finance Director Rader reviewed the proposed 2021 Public Works Budget with all present. Moved by Boze and seconded by Burleson to approve the Public Works Budget for January 1, 2021 through December 31, 2021 as follows:

Board of Public Works Debt Service Budget
January 1 to December 31, 2021

	<u>June 1, 2021</u>	<u>December 1, 2021</u>	<u>Totals</u>
<u>Covert Water Supply Refunding (2013)</u>			
Principal	720,000.00	0.00	720,000.00
Interest	29,168.75	29,168.75	51,137.50
Service Charge	450.00	0.00	450.00
	<u>\$749,618.75</u>	<u>\$29,168.75</u>	<u>\$771,587.50</u>

Budget does not include any pending Bond
* Refunding

Department of Public Works

Jan 1 to Dec 31, 2021 Debt Service Budgets

	Budgeted 2020	Proposed 2021
Receipts:		
Sister Lakes Area Sewer Project	422,970.00	0.00
Casco/South Haven - 1999	468,871.25	0.00
City of Hartford	32,090.00	0.00
Covert Refunding (2013)	811,237.50	771,587.50
Total Receipts	\$1,735,168.75	\$771,587.50
Expenditures:		
Bonds & Notes Payable	1,655,000.00	720,000.00
Interest	78,218.75	51,137.50
Service Charge	1,950.00	450.00
Total Expenditures	\$1,735,168.75	\$771,587.50

2021 Construction Budgets

No 2021 Construction Funds

Department of Public Works

Jan 1 to Dec 31, 2021 Proposed Budget

	Budgeted 2020	Proposed 2021
Commissioners (Per Diem) March, June, September, and December Meetings	500.00	500.00
Travel/Special Meetings/ Misc. Expenses	250.00	250.00
Clerical Work	3,927.90	2,000.00
Errors & Omissions Insurance	500.00	500.00
Total	\$5,177.90	\$3,250.00

AYES: 5
 NAYS: 0
 MOTION CARRIED.

Discussion regarding signature of approved meeting minutes during pandemic/teleconference meetings. A motion was made by Moffat and seconded by Askew to authorize Managing Director, Daniel Bishop, to sign approved minutes of the Public Works Board on behalf of Chairman Kinney and Secretary Askew.

AYES: 5
NAYS: 0
MOTION CARRIED.

A motion was made by Boze and seconded by Moffat to adjourn the Call of the Chair at 6:45 pm.

AYES: 5
NAYS: 0
MOTION CARRIED.