

**PONTOON BEACH PUBLIC WATER DISTRICT
3959 PONTOON RD
PONTOON BEACH, IL 62040**

**MEETING MINUTES
December 8, 2022**

The monthly meeting of the Pontoon Beach Public Water District was called to order by Chairman Chris Hankins at 7:00p.m.

Roll call as follows:

Present: Douglas Crites, Chris Hankins, Dan Rinehart, Scott Smallie, District Manager Terry Kreher

Absent: William Arnold, Thomas Hansen

Chairman Hankins asked if everyone received the minutes of the last meeting that were distributed through email. Motion to accept minutes made by Douglas Crites, second by Dan Rinehart. Ayes carried.

District Manager Terry Kreher presented the board with the list of bills and monthly credit card statement for review. Motion to approve bills as presented made by Douglas Crites, second by Dan Rinehart. Chairman Hankins called for a roll call vote. Unanimous.

CORRESPONDANCE

None

OLD BUSINESS

District Manager Kreher gave the board an update on the John Glen project. The contractor has been paid the 95% that the board approved last month. They were told that the driveway issue must be resolved before they can receive final payment. There was an attempt to repair the driveway and the homeowner had them leave. The contractor and District Manager Kreher are attempting to find a suitable solution for the homeowner to fix the driveway.

NEW BUSINESS

Office Secretary Elaine Beckland has turned in her resignation.

A motion to go into executive session to discuss personnel was made by Douglas Crites, second by Dan Rinehart. Chairman Hankins called for a roll call vote. Unanimous.

A motion to go back into regular session made by Scott Smallie, second by Douglas Crites. Chairman Hankins called for a roll call vote. Unanimous.

A motion was made by Douglas Crites to authorize District Manager Terry Kreher to fill the position of office secretary. The position would work up to 30 hours per week payable up to \$20 per hour. Second by Dan Rinehart.

A motion was made by Scott Smallie to retain Elaine Beckland as board secretary to keep the minutes and type them up every month.

DISTRICT MANAGER REPORT

Two fire hydrants were leaking and in need of replacing, District Manager Kreher hired Korte & Luitjohan to perform this project. One was at Bruene and Lake St and the other was on Gemstone.

Chairman Hankins asked for any additional remarks or comments. There being no comments a motion to adjourn was made by Douglas Crites, second by Scott Smallie. Ayes carried.

The next regular meeting will be January 4, 2022.

Secretary

Chairman