

**HIGHLAND HILLS SANITARY DISTRICT
BOARD OF TRUSTEE MEETING MINUTES
TUESDAY, DECEMBER 10, 2013**

I. Call to Order

The meeting was called to order at 10:15 a.m.

Present:

Absent: Trustee Sarno, Jr.

Nancy Magurno
James Worden

Also Present:

Claude Ainsworth
Atty. John Brechin
Merrily Eggert
Howard Heil

II. Public Participation – None.

III. Minutes

Trustee Worden made a motion, seconded by Trustee Magurno to approve the Board of Trustee Meeting Minutes of 11/26/13 amending the Job Descriptions to in progress as they are not yet completed and to approve the Executive Session Minutes of 11/26/13.
Roll-call vote: All Aye.

IV. Old Business

1. **Sennis vs. HHSD** – A copy of the order for dismissal entry was received and reviewed.

V. New Business

1. **Rate Studies for Water/Sewer Utilities** – A rate study proposal was received from Christopher Burke Engineering. The Board is looking into other options.
2. **Employee Evaluations** – The evaluations were completed at the Special Meeting. Those will be effective May 1, 2014.

VI. As Submitted

VII. Finance

Trustee Worden made a motion, seconded by Trustee Magurno to pay bills listed on the current ledger dated 12/10/13. Roll-call vote: All Aye.

VIII. Other Business

1. **Televising on 13th Place** – Howard will take care of this.
2. **Job Descriptions** – The job descriptions are still in progress.
3. **Past Due Accounts** – There are 70 past due accounts.
4. **Water Operator** – The written proposal for the lubricating system for the Pumps has not been received. The B-box that needed repair at 1370 S. Stewart Ave. has been repaired by H & R Construction.
5. **Engineer's Report** – Nothing further to report.
6. **Manager's Report** – Nothing further to report.

IX. Next Meeting – The next meeting is scheduled for December 19, 2013 at 11:00 am.

X. Adjournment

Trustee Worden made a motion, seconded by Trustee Magurno, to adjourn the meeting at 11:30 a.m. Roll-call vote: All Aye.

Nancy Magurno, Clerk

Submitted by Merrily Eggert