

Fairview Water District
Meeting Agenda
February 28, 2024
7pm at Franklin County Firehouse

There will be no public comment unless called upon by the board.

Agenda Item	Duration
I. Call to Order II. Roll Call III. Approval of Minutes from Last Meeting	5 min
IV. Agenda Items	
a. Review of State Statutes – Jon Harris	3 min
b. 2024 Budget Review – Mike Thomas	10 min
c. Review of Support Personnel Roles and Processes – Patrick Gilbert i. Bookkeeper – Boulder Mountain Accounting • Receiving Checks, Preparing Checks, Financial Reporting ii. Secretary/Treasurer – Britny (contract vs. employee) • Customer Accounts (billing, posting payments, inquiries), Board Meeting Support, Liaison with Bookkeeper, Various Administrative Duties iii. Operator – Debbie (contract vs. employee) • Oversee quality of water and maintenance of water lines	10 min
d. Status of New By-Laws & Regulations – Kit Christensen i. Process of handling delinquents	10 min
e. Status of Projects and Repairs – Patrick Gilbert	5 min
f. Discuss Plan for Future Connections – Mike Thomas	10 min
g. Other Discussion/Action Items – Patrick Gilbert i. Backup Operator	5 min
V. Next Meeting, Wednesday, March 27, 2024	1 min
VI. Adjournment	1 min