

SOUTH ALBURGH FIRE DISTRICT NO. 2  
JOINT PRUDENTIAL COMMITTEE and VILLAGE TRUSTEES MEETING

June 2, 2014

Present for SAFD2: Paul Hansen, Judy Higgins, John Fitzgerald, Dick Ernst

Present for the Village: Pat Hayes, Danielle James Choiniere, Ameer Gotshall, Corey Osterhoudt, Jason Beaulac, Wendy Tatro, Beth Savage, Troy Lund

Others in attendance: John Kiernan and Robert Clark of Phelps Engineering

Wendy called the meeting to order.

Members of the Village Trustees and the SAFD2 Prudential Committee reviewed the Memorandum of Understanding (MOU) which Phelps drafted to define the operational details of the Interlocal Agreement dated September 17, 2012. Phelps Engineering answered questions.

It was suggested that the MOU be reviewed on an annual basis. The MOU will be amended as such.

The Village suggested that they be responsible for providing the Consumer Confident Reports directly to SAFD2 residents as it will be operationally easier for them to handle the entire mailing than to separate SAFD2s portion. The MOU will be amended as such.

Village and SAFD2 billing and financial responsibilities were discussed. In addition to the paragraphs already in the MOU, it was agreed that the Village will provide SAFD2 with a copy of delinquent water bills, but that SAFD2 is responsible for collection and for hiring its own collector. SAFD2 will have its own Treasurer and financial ledger. The Village and SAFD2 will communicate regularly regarding SAFD2's account. SAFD2 will be responsible to the Village for the unpaid delinquencies of its users. The MOU will be amended as such.

Wendy stated that this was a properly warned meeting and that votes could be legally taken by both the Village and SAFD2.

The Village moved to accept the MOU as amended and for Wendy (Trustee Chair) and Paul (SAFD2 Chair) to sign upon receipt of the updated version. Village motion passed.

SAFD2 moved (motion by Judy, second by John) to accept the MOU as amended and for Wendy (Trustee Chair) and Paul (SAFD2 Chair) to sign upon receipt of the updated version. SAFD2 motion passed.

Phelps will update and send the document.

Submitted: Judy Higgins, Prudential Committee Member