**FCWID “SPECIAL MEETING” of BOARD OF DIRECTORS**

**December 14, 2015**

**9:00 AM**

**Teton Conservation District Offices**

**420 W. Pearl Avenue, Jackson, WY 83001**

**MINUTES OF MEETING**

*In attendance: Bill Wotkyns, Franz Camenzind, Lance Ash, Sandy Buckstaff, Larry Pardee and Alice Widdess*

1. **The meeting was called to order at 9:05 AM.**
2. **Memorandum of Understanding (MOU) between the Town of Jackson & Flat Creek Water Improvement District –** a working agreement between the TOJ and FCWID to clarify roles and responsibilities relating to wintertime emergency care and maintenance of Flat Creek within the corporate limits of the TOJ.
	1. Discussion took place to prepare the MOU with all recommended edits from board members and get the revised document to Matt Turner, legal counsel, as soon as possible, so it can be submitted to Audrey Cohen-Davis and the TOJ by Tuesday, December 15th at 5:00 PM for the Town Council Meeting on Monday, December 21, 2015.
		1. Defining what each entity (TOJ & FCWID) is to pay for:
			1. Larry Pardee pointed out the TOJ has agreed to pay for 50% for flood mitigation, and has earmarked $15K.
			2. Discussion took place on how to write the MOU so that it reflects who pays what today, and then amounts to be paid moving forward.
			3. Lance Ash pointed out we will have an approximate $20K carryover at the end of this fiscal year and could ear-mark some of those funds for mitigation reserve.
				1. Bill Wotkyns pointed out we need to be very careful with those carryover funds when we vote to put some into reserve.
			4. Thaw Well power costs were discussed, and it was agreed that the FCWID should be responsible for those power costs.
				1. Concerns were expressed that the cost of power for each Thaw Well is not known.

Kelly Lockhart’s property Thaw Well #3 was discussed, since Kelly Lockhart has requested that Thaw Well be run all winter .

* + 1. Responsibilities of the FCWID and the TOJ were discussed:
			1. Wordsmithing took place on sections 4F and 5C of the MOU as well as other paragraphs concerning the statements of responsibilities.
	1. Next steps were outlined.
		1. Sandy Buckstaff and Alice Widdess were appointed to combine all board members’ redlined copies of the MOU into one document to be submitted to Matt Turner, legal counsel, along with a clean copy, for his review and Matt Turner would then send it on to Audrey Cohen-Davis, TOJ legal counsel.
		2. Alice Widdess was instructed to print out all board emails concerning the MOU and include them in the January 11th FCWID Board of Director Meeting Minutes for tracking purposes.
1. **Motion to adjourn the meeting was made by Franz Camenzind; Motion was seconded by Lance Ash; Meeting was adjourned at 10:07 AM.**

Respectfully submitted: ***The Minutes have been approved:***

Alice Widdess, FCWID Administrative Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *Chairman Date*

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