

**MINUTES OF THE SPECIAL BOARD MEETING
PARK FOREST WATER DISTRICT
April 22, 2015**

President Roger Lage called the meeting to order at 7:06 pm.

Board Members Present: Ken Fulton, Roger Lage, Tim Connelly, and Pam Sekac.

PFWD Staff Present: Lynn Willow and Kathy Marx

Guests: Mary Willow

Guest Discussion: None

The Board felt the interviews held by the board members went very well. Roger Lage asked for discussion concerning the hiring of an Office Manager/Bookkeeper for the District. A discussion about each candidate interviewed by board members and Kathy Marx was held.

A motion to offer the job to Bill Stedman was made by Tim Connelly, seconded by Ken Fulton. Approved.

A motion, to extend an offer letter to Bill Stedman with a starting salary of \$1,300 per month based on an expected 20 hours per week starting May 1, 2015 with a performance review to be done in November 2015 with an effective date of January 1, 2016 for any increase, was made by Roger Lage, seconded by Pam Sekac. Approved.

A motion to pay Kathy Marx at her current hourly rate for any hours worked starting May 1, 2015 was made by Pam SeKac, seconded by Ken Fulton. Approved.

A motion, pending acceptance of the employment offer by Bill Stedman, to add Bill as Administrator for the Park Forest Water District for District bank accounts at Farmers State Bank and ColoTrust and for the District credit card with Farmers State Bank was made by Ken Fulton, seconded by Tim Connelly. Approved.

Adjournment: A motion to adjourn was made by Tim Connelly at 7:30 p.m., seconded by Pam Sekac. Approved.

The next regular meeting will be held on May 13, 2015 at 7:00 pm at the Administration Building.



CAL UTKE, SECRETARY