

**ALWA Board of Directors
Meeting Minutes
April 22, 2008**

1.) Call to Order:

President Perry Cole called the meeting to order at 7:35 P.M. Present were board members Perry Cole, Michael Bicak, Mike Hickey and Matthew Rodger. Also present were Scott Hemingway, General Manager, John Hastig, engineer with Gray & Osborne, Dick Jonson, counsel, member Mark Freeman, member David Hoffman, member John Gaffney, member representative Mary Muncey and Sharon Bakke, Administrative Coordinator. Absent were board members Merlyn Blue, Jr., Jeff Cook and Hydrogeologist Bob Pancoast.

2. Business from the Floor

a.) **John Gaffney**, member # 277, made a presentation to the Board about his request for establishment of a commercial rate. He explained that he has been a member since 1989, has six acres and a small nursery business that is heavily impacted by the rate increase. He explained the various systems he has put into effect to conserve water, including drip irrigation and reducing container inventory. Last summer his use was down by 30%. He explored the option of drilling and exempt irrigation well and found that commercial enterprises were ineligible for that.

Scott presented a proposed commercial rate schedule he had prepared. Discussion ensued.

MOTION 04-22-08-01: Matthew moved and Michael Bicak seconded a motion to adopt Scott's proposed commercial rate schedule to be effective on May 1, 2008. Motion carried unanimously. Schedule attached to these minutes.

Mr. Gaffney left the meeting at 7:50 P.M.

b.) **Mary Muncey**, representing her father, Bo Ross, member # 2: Mary made a presentation to the Board stating Mr. Ross has an approved "mother-in-law" apartment in the basement of his house, which he rents, and thus has two families on one water meter. Recently, his water use has increased dramatically (doubled) and this has bumped him into the higher rate tiers. Ms. Muncey requested the Board consider allowing the water rate to be split in half, thus lowering the rate for each household to a more normal residential usage. Ms. Muncey also explained that Mr. Ross has been undergoing cancer treatment in the past three months. During this time he has needed to engage in extra bathing, laundry and toileting. She noted the three months of increased water use corresponded with his cancer treatment and speculated his increased water use may be related to the effects of treatment. Ms. Muncey requested that if the Board decided not to approve the split bill arrangement that they consider adopting a policy to allow bill relief for medical/financial need.

Ms. Muncey left the meeting at 8:05 P.M. The board considered the suggestions made. These are complex issues that require more consideration. Tabled.

3.) Minutes Approval

a.) **Board Meeting Minutes 3/25/08** –

MOTION 4-22-08-02 – Michael Bicak moved and Matthew seconded motion to approve minutes of March 25, 2008. Motion carried unanimously.

4.) Action Items:

Perry asked if anyone had anything to discuss on the action item list.

3-1, Schwab – Completed.

Perry stated that the rest of the items would be addressed under Old Business.

5.) Financial Reports:

The Board reviewed the Financial Reports.

a.) Check List

MOTION 04-22-08-03 – Matthew moved and Michael Bicak seconded motion to approve the check list. Motion carried unanimously.

b.) Membership list

MOTION 04-22-08-04 - Matthew moved and Michael Bicak seconded motion to approve the Membership List. Motion carried unanimously

c.) Aging Accounts: Scott gave a summary report of accounts receivable aging, noting one account was in foreclosure. Discussion ensued about how to deal with uncollectible accounts.

6. Old Business

a.) Audit FYE 08 – Sharon stated five proposals have been rec'd. Matthew requested copies of the proposals.

Action Item: Scott & Matthew will summarize and prepare a recommendation for the Board's consideration.

b.) Water System (Comprehensive Plan) Status – John stated they will have a draft for Board review in the next week or so.

c.) Tall Chiefs – nothing new.

d.) By-Law Review Committee – Nothing new. Dick stated the Rules need to be looked at in addition to the By-Laws.

e.) SCADA – Scott reported nothing new pending approval of FYE 09 budget.

f.) Bank Signature Authority – Sharon stated SnoFalls Credit Union was requiring all forms be filled out and signed again along with photocopies of identification for all the signers. Discussion ensued about which Board members would sign. SnoFalls also requires a decision about this reflected in meeting minutes and signed by an authorized signer. The Board agreed that Officers on the Board should be signers. Officers present completed and signed the forms. Merlyn Blue is already a signer, he will stay on the account.

Action Item: Sharon will get with Merlyn to sign the documents.

7. New Business

a.) Budget FYE 09 – Scott presented the Board with his proposed budget for next year and went over details. Discussion.

MOTION 04-22-08-06: Matthew moved and Michael Bicak seconded motion to accept the FYE-09 Budget. Motion carried unanimously.

b.) Elfendahl Line Extension Request for Acceptance: Scott explained that the developer of the Elfendahl Extension had requested final acceptance and water service to the project and

presented the necessary bill of sale and other documents. He stated all of the work had been completed and passed inspection. However, some of the paperwork was not prepared completely and properly according to the Developer Extension Agreement.

MOTION 04-22-08-07: Mike Hickey moved and Matthew seconded motion to grant final acceptance of the Elfendahl Line Extension contingent upon proper execution of all necessary documentation to be in our office within two weeks. Otherwise, the final acceptance will need to come before the Board again at the next regular meeting. Motion carried unanimously.

8. Management Report: Scott reviewed the manager's report.

10.) Member Calls and Letters –

a.) # 254 – Melinda Christenson – The board reviewed Ms. Christenson's letter and denied her request for waiver of the \$100.00 fee for a Certificate of Water Availability. Scott will reply to her letter. Dick recommended that the Association develop a consistent procedure for measuring fire flow from hydrants. The issue was discussed and Scott and John will work on this.

b.) # 49 – Jaki Beshur – The board reviewed Ms. Beshur's letter and denied her request for a variance on her bill. Scott will reply to her letter.

11.) Review of New Action Items – Sharon read off the list of new action items.

MOTION 03-25-08-05: 9:20 P.M., Matthew moved and Michael Bicak seconded motion to go into executive session to discuss legal matters about the Lora main extension with counsel and personnel matters. Motion passed unanimously.

Members Mark Freeman and David Hoffman left the meeting.

At 9:40 Sharon Bakke and John Hastig left the meeting.

MOTION 03-25-08-06: 10:05 P.M. Matthew moved and Michael Bicak seconded motion to come out of executive session. Motion passed unanimously.

12.) Next meeting – May 27, 2008, 7:30 P.M. at Association Business office.

13.) Meeting Adjourned – 10:06 P.M.

Minutes taken by Sharon Bakke, Business Office.

Scott's proposed Commercial Rate Schedule approved at the meeting 4/22/08.

Water Use Schedule (Gallons)			Commercial
Tier	From	To	Price per 100/gallons
1	0	2,000	Included in Base
2	2,001	5,000	\$0.40
3	5,001	7,500	\$0.50
4	7,501	35,000	\$0.71
5	35,001	55,000	\$1.25
6	55,001	75,000	\$1.65
7	75,001	95,000	\$2.05
Excess of 95,000 Gallons			\$24.75

Water Use Schedule (Gallons)			Residential & Irrigation
Tier	From	To	Price per 100/gallons
1	0	2,000	Included in Base
2	2,001	5,000	\$0.40
3	5,001	7,500	\$0.50
4	7,501	10,000	\$1.75
5	10,001	15,000	\$3.50
6	15,001	25,000	\$10.00
7	25,001	35,000	\$12.00
8	35,001	45,000	\$14.00
9	45,001	55,000	\$16.00
Excess of 55,000 Gallons			\$18.00

Action Items
April 22, 2008

#	Start Date	Action	Requester	Owner	Due Date	Status/Comments
4-1	4/22	Review & summarize audit proposals, prepare recommendation for Board	Board	Scott & Matthew	5/27	
4-2	4/22	Merlyn sign SnoFalls signature card	Board	Sharon & Merlyn	5/27	