

ALWA Board of Directors

Meeting Minutes

22 November 2011

1. Call to order

David Hoffmann called to order the regular meeting of the **Ames Lake Water Association** at **7:00PM** on **November 22, 2011** in the Association's business office.

2. Roll call

The following board members were present: David Hoffmann, Jack Praino, Mike Hickey and Merlyn Blue; Matthew Rodger. Also present were: Richard Jonson, Counsel; Bob Pancoast, Hydrogeologist with Compass Geographics; Warren Perkins, engineer; Melissa Torres, interim ALWA general manager; and Greg Bartlett, Principal of Pear Luna.

3. Changes or Additions to Agenda

None

4. Business from the Floor

None

5. Approval of minutes from last meeting

October 25, 2011 regular Board meeting minutes and November 2, 2011 special Board meeting minutes were reviewed. Mr. Blue moved that both sets of minutes be approved; Mr. Praino seconded. The motion was approved unanimously.

6. Financial Reports and Membership Count

a) Check list approval

Pear Luna invoices were reviewed. Mr. Praino moved to pay SP2 and SP5, in the amounts of \$1,000 and \$1,800 respectively. Mr. Blue seconded. The motion was unanimously approved.

Mr. Rodger stated he reviewed the checklist including electronic transfers.

Mr. Hickey moved to approve the check list. Jack seconded. All approved.

b) Membership Approval

Mr. Rodger moved to approve the membership list. Mr. Blue seconded. All approved.

c) Aging accounts

Ms. Torres reviewed the Loreto account and noted that service has been reinstated because a substantial payment was just made.

d) Water loss billing adjustments

Ms. Torres advised that the Husteg account actually suffered a large leak and that was the reason for the substantial billing, rather than the

hydroseeding project. She stated that the appeal had been withdrawn and the Board approved, by concurrence, issuance of a standard water loss billing adjustment.

7. Old Business

a) Vista Project

Mr. Perkins presented bid results for the re-bid of the project. He stated two contractors submitted bids and the apparent low bidder was Stouder Construction. The bid was remained significantly over the engineer's estimate. After discussion, Mr. Hoffmann suggested that a decision as to whether the contract should be awarded should be deferred until the next regularly scheduled Board meeting in order for the engineer to check and tabulate the bids, determine the competency of the contractor and make a recommendation as to whether the cost of the project is warranted and the Board unanimously concurred. Mr. Perkins left the meeting.

b) Final Form 990. Mr. Rodger moved and Mr. Praino seconded a motion to approve the final draft of the IRS form 990. All approved.

c) Retail Lockbox Contract. Mr. Jonson reviewed the status of requested changes to the draft contract. Mr. Praino moved to approve the execution of the contract but without ACH services. Mr. Rodger seconded. All approved. Staff and management are to implement.

d) Board Meeting History. Ms. Torres presented a spreadsheet showing individual Board meeting attendance.

Pear Luna Special Projects Report. Mr. Bartlett presented SP1 which consisted of a notebook of District policies, some of which have been adopted and some have not. The attorney was requested to review the policies for discussion at the next meeting. Mr. Bartlett presented SP3 which reviewed the status of made recommendation for computer hardware and software changes. It was agreed that SP3 was completed and SP3 was added to the list of special projects that ALWA intends to pay (SP2, SP5 and SP3). Mr. Bartlett presented SP4, SP6 and IM1. An executive session was called at 10:00 pm for the purpose of reviewing personnel issues and Mr. Pancoast, Mr. Bartlett and Ms. Torres left the meeting. The executive session was concluded at 10:23 pm and the regular session of the meeting was reconvened. Mr. Bartlett and Ms. Torres re-entered the meeting. Mr. Praino then stated that only two days were left on the interim management contract. After discussion, Torres agreed that she would work Wednesday and Thursday of next week as her final days. She presented all resumes for open positions and transition procedures were discussed. Ms. Torres left with Mr. Rodger to turn over passwords and Mr. Bartlett left at 10:30pm. Michael Bicak called in by telephone at 10:52 pm and Mr. Hoffmann summarized the status of Pear Luna's work and plan for transition. Scheduling for interviews was discussed.

8. New Business

- a) Opportunity to Purchase Water Rights (this section of the meeting took place prior to the executive session).
Mr. Pancoast explained that the Overdale Water System was offering its water rights for sale. The quantities potentially available, value and legal hurdles to transferring the rights were discussed. Mr. Pancoast was authorized to commence discussions with the Overdale system regarding a potential acquisition of the rights. Water quality issues in the Marshall well were discussed.

9. Consultant Reports

None

10. Next Meeting

Next regular session: **December 27, 2011, 7:00 PM**

11. Adjournment

David Hoffmann adjourned the meeting at **11:00 PM**.

Minutes taken by: Richard Jonson