

# Ames Lake Water Association

Board of Directors Meeting

December 12, 2012

7:00 P.M

## Meeting Minutes

1. Call to Order.

David Hoffmann called to order the regular meeting of the Ames Lake Water Association at 7:00PM on December 11, 2012 in the Association's business office. The following Board members were physically present: David Hoffmann, Michael Bicak, Jack Praino, Mike Hickey and Merlyn Blue. Matthew Rodger joined by telephone. Mark Freeman was absent. Also present were: Kristina Myers, ALWA office manager; Bob Pancoast, ALWA operations manager; Richard Jonson, counsel; and Warren Perkins, engineer with Gray and Osborne.

2. Changes or Additions to the Agenda.

None

3. Business from the Floor.

None

4. Executive Session – Employee Benefits.

At 7:03 pm, Mr. Hoffman called an executive session for the purpose of reviewing employee benefits. Only the Board members and Mr. Jonson were present. At 7:45 pm, the executive session was concluded and the regular session of the meeting was reconvened. Michael B. moved and Jack seconded a motion to increase the Association's monthly health care insurance allowance to \$928.00 per month, effective January 1, 2013, to apply equally to each employee of the Association that is regularly scheduled for an indefinite period to work twenty or more hours per week; with all unused portions of the allowance to be forfeited if unused. All present voted in favor of the motion except Merlyn, who voted against. Kristina, Bob and Warren then entered the meeting and the motion was reviewed and discussed.

5. Minutes Approval.

Jack moved to approve the November 13, 2012 minutes; David seconded. All approved.

6. Financial Reports and Membership Count.

a. Checklist Approval. Merlyn moved to approve the check list (which included etf's). Jack seconded. All approved.

b. Membership Approval. Merlyn moved to approve the membership transfers shown on the report as presented. Jack seconded. All approved.

c. Aging Accounts. Kristina presented the accounts receivable report.

d. Water Loss Billing Adjustments. Kristina presented the water loss billing adjustments, including one approval that was denied last month, and noted that all were made pursuant to policy.

7. Management Reports.

a. System Manager Report. Bob presented draft fire hydrant legislation, a proposal from Peninsula Financial Consulting and discussed King County's High Risk Rural Road Program.

b. Business Manager Report. Kristina reported on new computer acquisitions, a significant increase in State unemployment insurance premiums, and needed corrections to the IRS 990 form. Computer back-up procedures were reviewed and discussed.

8. Consultant Reports.

a. Gray & Osborne.

i. Vista Project Update. Warren reported on the status of the Vista project.

ii. Capacity Study. Warren and Bob presented a draft power point presentation that analyzed land uses and developable lots within the Association's service area and peak day and average water use. Discussion followed concerning the risks of water supply emergencies and the potential number of new connections that were available. Warren and Bob stated that the presentation was preliminary and a primary purpose was to

obtain Board input. Bob and Warren will continue to refine the analysis for future consideration.

9. Old Business.

None

10. New Business.

None

11. Business from the Board.

None

12. Review of New Action Items.

None

13. Next Meeting.

January 8, 2013, 7:00 pm. Christmas Party to be held at the Fall City Bistro on Dec. 18, 7:00 pm.

14. Adjournment

David Hoffmann adjourned the meeting 10:28 PM.

Minutes prepared by Richard Jonson