

# Ames Lake Water Association

Board of Directors Meeting March 8, 2016

7:00 P.M

## Meeting Minutes

- Call to Order

**David Hoffmann** called to order the regular meeting of the Board of Directors of **Ames Lake Water Association** at **7:06 PM** on **March 8, 2016** in the Association's business office.

- Roll Call

The following Board members were present (in addition to Mr. Hoffmann): Sherri Zucker, David Hoagland, Merlyn Blue, Jack Praino and Mark Freeman. Michael Bicak joined at 7:14 PM. Also present: Kristina Myers, ALWA office manager, Bob Pancoast, ALWA operations manager, Warren Perkins, Engineer with Gray and Osborne and Richard Jonson, Counsel.

- Business from the Floor

A member submitted a written request to the Board to consider a water loss bill adjustment. Although eligible for one-time leak adjustment, the member decided to make payments on the outstanding bill, with payments to date totaling \$2,900. With an outstanding balance of \$1,800, the member is making a request for adjustment. The customer otherwise qualifies for a water loss adjustment pursuant to the standard policy. As this was after the 90 day limit to request an adjustment, the Board was asked for an exception. The Board discussed details of this member's situation and determined there was good cause to grant an extension .

*Jack moved to provide an extension to the member so that the Association's water loss billing adjustment formula may apply. Merlyn seconded. All approved.*

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the February Board meeting,
- Membership Transfers,
- Water Loss adjustments and,
- Aging Accounts.

*Merlyn moved to approve all items on the Consent Agenda. Mark seconded. All approved.*

- New Business

The Board discussed with counsel recommendations for retention and destruction of records and documents.

*Action item: Sherri will review ALWA retention policy and report back to the Board at the next meeting.*

- System Manager Report

Robert provided system updates:

- The State Supreme Court denied reconsideration of the water rights case *Foster vs the City of Yelm*. This case has implications restricting water rights for utilities which depend on groundwater. Remedy will be pursued through the State legislature.
- The proposed 2016/2017 operating budget was presented including tasks for the year:
  - Office / shop projects,
  - Infrastructure improvements,
  - Acquisition of a mini excavator and trailer,
  - Preparing View Park property for sale (including well abandonment),
  - Begin work on the Water System Plan.
- The Alderra development water quality issue continues to be investigated. The issue is isolated to a few homes in the development, with a single household currently reporting issues. Another round of water testing will be performed, followed by a meeting with Alderra homeowners to discuss findings and to propose remedies.
- Plans for the Office / shop were reviewed with the Board. A building proposal from Town and Country was presented and discussed. Counsel discussed proposed contract changes. *Jack moved to approve the Town and Country proposal for \$131,817.59 contingent on the addendum provided by counsel. Michael seconded. All approved.*
- Robert met with Key Bank to discuss construction loan options. Representative loans were presented to the Board.

Warren left the meeting at 9:02 PM.

- Business Manager Report

Kristina reviewed monthly financial reports and the following:

- The FY2017 budget was presented and was reviewed by the Board. No major changes were proposed.
- Checklist & EFT Approval  
Checks, invoices and EFT's as presented by Kristina were reviewed by the President and Treasurer. *Jack moved to approve the checklist and EFT transfers. Merlyn seconded. All approved.*
- Old Business – None
- Business from the Board – None
- Review of Action Items – None
- Next Regular Meeting  
The next regular meeting will be **April 12, 2016, 7:00 PM** at the Association's business office.
- Adjournment

**David Hoffmann** adjourned the meeting **9:41 PM**.

Minutes prepared by Mark Freeman, secretary.

# Ames Lake Water Association

Board of Directors Meeting

April 12, 2016

7:00 P.M.

## AGENDA

1. Call to Order
2. Changes or Additions to Agenda
3. Business from the Floor
4. Consent Agenda Approval **(5 minutes)**
  - a. Minutes
  - b. Membership Transfer
  - c. Water Loss Billing Adjustments
  - d. Aging Accounts
5. Financial Reports and Membership Count **(5 minutes)**
  - a. Check List Approval
6. Consultant Reports
  - a. Jonson & Jonson - **(15 minutes)**
  - b. Gray & Osborne - **(15 minutes)**
7. Management Report
  - a. System Manager Report **(15 minutes)**
    - i. System Update
  - b. Business Manager Report **(15 minutes)**
    - i. Business Update
    - ii. FY 2017 Budget
8. Old Business **(10 minutes)**
9. New Business **(10 minutes)**
10. Business from the Board
11. Review of New Action Items
12. Next Meeting: May 10, 2016 7:00pm
13. Adjournment

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