

Ames Lake Water Association
Board of Directors Meeting November 12,, 2013
7:00 P.M

Meeting Minutes

1. Call to Order

David Hoffmann called to order the regular meeting of the Board of Directors of **Ames Lake Water Association** at **7:02PM** on **November 12, 2013** in the Association's business office.

2. Roll Call

The following Board members were present: Michael Bicak, David Hoffmann, Jack Praino, and Matthew Rodger. Craig Bomben joined by telephone. Also present were: Bob Pancoast, ALWA operations manager; Richard Jonson, Counsel, Warren Perkins, Engineer with Gray and Osborne and Glenn Sypher, healthcare insurance consultant.

3. Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- November Board meeting minutes,
- Membership transfers,
- Water Loss adjustments and,
- Aging accounts.

Jack moved to approve all items on the Consent Agenda. Michael seconded. All approved.

4. Health Insurance Review

A health insurance review was presented with health insurance options. Dollar amount allowance vs. percentage of employer participation was discussed. Mr. Sypher provided his recommendations. Mr. Sypher left at 7:28 pm. After discussion, Jack moved to approve Regence Group Direct Platinum Plan with the Association to pay 100% of the cost of employee premiums and 75% of eligible dependent premiums and continuation of dental insurance. Matthew seconded and all approved.

5. Checklist Approval

Matthew moved to approve the checklist. Michael seconded. All approved. In addition, check no. 11380 in the amount of \$104.00 payable to Michael for Board Member compensation was presented. Matthew moved approval and Craig seconded. All approved with Michael abstaining.

6. Consultant Reports

None.

7. Management Report

- a. System Manager Report. Bob reported that meters had been read in the last billing cycle in less than three hours. He described a main break on NE 52nd and added that the line is old and given the extent of previous breaks, he concluded it was in clear need of replacement; he presented photographs on the Daniels Ranch vault replacement and generator building louver installation projects. Bob then presented the proposed NE. 52nd booster station project and noted that DOH has issued approval; he stated that Systems Interface will be needed for telemetry work and he requested permission to contact System Interface for a contract proposal and to solicit bid proposals for the booster station installation with work to commence in February or March of 2014; estimated costs and budget figures were reviewed. Jack moved for the adoption of the following motion: Approve total

project budget of \$160,710; authorize System Interface contract for \$60,056; and authorize solicitation of proposals from contractors based on the engineer's estimated cost of \$77,700. Craig seconded and all approved. Bob discussed whether the Board wished to hold a holiday party and the Board concurred in doing so.

b. Business Manager Report. Kristina came in at 8:00 pm. She suggested that filing of the IRS form 990 be deferred and the Board agreed. Kristina left at approximately 8:00PM. The Retail Lockbox contract was discussed and the Board was queried whether it was willing to approve a contract extension. After discussion, Jack moved for approval of a contract extension up to three years subject to inclusion of an early termination clause, with execution by the President. Matthew seconded and all approved. Matthew recommended taking no action at this time on accounting risk assessment matters because staff was busy researching fixed asset costs; restrictions on check printing will be investigated, however.

8. Next Regular Meeting

The next regular meeting will be December 10, **2013, 7:00 PM** at the Association's business office.

9. Adjournment

Dave Hoffmann adjourned the meeting **9:06 PM**.

Minutes prepared by Richard Jonson, counsel