

Ames Lake Water Association
Board of Directors Meeting February 10, 2015
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 **7:08 PM** on **February 10, 2015** in the Association's business office.

2. Roll Call

The following Board members were present: David Hoffmann, Michael Bicak and Mark Freeman. Jack Praino joined by phone. Also present were: Bob Pancoast, ALWA operations manager and Richard Jonson, Counsel.

3. Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

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

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

4. Checklist & EFT Approval

Mark moved to approve the checklist and EFT transfers. Michael seconded. All approved.

5. System Manager Report

- Robert will be involved in a year-long study by the Water Supply Forum. Title of the study is, "How can water utilities be better prepared to deal with regional disasters." All water utilities will benefit from the study.
- Systems Interface is prepared to install a replacement load reactor at the Vista #1 well.
- The telemetry/SCADA system is undergoing improvements:
 - Installing a dedicated digital modem
 - Upgrading the communications system with Verizon
 - Improving notification process for system issues
- Status of the Vista Office & shop:
 - A pre-approval meeting was held with the King County permitting department. Discussed were: Critical Area designation, septic system, boundary line adjustments and variance, DOH approval, infiltration design and project design.
- Updates on new Daniels Ranch vault & sampling station, including photos of the retaining wall built by Jeremy.
- 2015 and 2016 capital projects were reviewed.
- Based on long-range weather forecasts, ALWA's water use estimate will be the same as used last year.

6. Budget

Salaries were discussed, as information for Management to prepare a budget. A proposed budget will be presented at the next Board meeting, with the goal of an approved budget by the end of the meeting. An overall compensation range will be included with management to determine specific adjustments to individual employees. Jack will speak with Kristina about developing a training list for Liz.

7. Financials

- Financials were covered briefly, as Kristina was not at the meeting.
- An Accounts Payable risk assessment flowchart was presented, to be reviewed at the next Board meeting.
- The Board was apprised status of the Loreto account; water to be shut off for failure to follow payment program.
- Craig will investigate First Security Bank to determine financial stability; motion was adopted in previous meeting to authorize new account in order to keep individual accounts within insurance limits.

8. Next Regular Meeting

The next regular meeting will be **March 10, 2015, 7:00 PM** at the Association's business office.

9. Adjournment

David Hoffmann adjourned the meeting **8:27 PM**.

Minutes prepared by Mark Freeman, secretary