

Ames Lake Water Association

Board of Directors Meeting November 11, 2014

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 **7:05 PM** on **November 11, 2014** in the Association's business office.

2. Roll Call

The following Board members were present: David Hoffmann, Jack Praino, Craig Bomben, Michael Bicak, Merlyn Blue and Mark Freeman. Matthew Rodger joined by phone. Also present were: Kristina Myers, ALWA office manager, Bob Pancoast, ALWA operations manager, Richard Jonson, Counsel and Warren Perkins, Engineer with Gray and Osborne. Glendon Sypher was present to preview upcoming health insurance options.

3. Health Insurance

Glendon brought the wrong material to the meeting, so health insurance options could not be reviewed. Jack requested a simplified spreadsheet of insurance options, highlighting ALWA staff costs. Glendon promised to provide information by the end of the week.

Glendon left the meeting at 7:20 PM. The Board concurred that it will look for a budget neutral option.

4. Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

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

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

5. Business Manager Report

- Kristina presented a summary of financials to the Board.
- Work is in process to provide limited QuickBooks access for the office assistant.

6. System Manager Report

- October 24 storm
 - SCADA control was lost due to loss of internet service, requiring manual modem reset. As a result:
 - A cellular mode dedicated to SCADA operation is planned.
 - A long-term UPS to support the SCADA computer will be investigated.
 - Operations will be investigating an automatic transfer switch and automatic starter for the generator at the Tolt tanks.
- Water Loss Policy Change

- Bob presented changes to the Limited, Unexplained or Irrigation water loss policy which was reviewed and discussed.
- *Jack moved to approve the revised Water Loss Billing Adjustment Policy 2.2, November 11, 2014 as modified and adopt a water loss adjustment rate of \$0.50 per 100 gallons, effective for losses occurring after July 1, 2014. Craig seconded. All approved.*
- Bulk Rate Proposal
 - Bob presented a change to the Fee Schedule, to include a new billing category consisting of a **Bulk Rate**, effective every October through April. Discussion followed.
 - *Mark moved to approve the proposed revised ALWA water rate Fee Schedule to include a Bulk Rate category with the additional comment that Association management may determine whether sufficient water supply is available to serve requests for bulk water. Matthew requested an additional change to the Fee Schedule to broaden the charge for NSF checks to rejected electronic charges. Michael seconded. All approved.*
- Bob presented updates to preliminary design of the new ALWA office and shop building to take into necessary storm water detention requirements. He reviewed the potential use of the View Park site and recommended that Vista be the primary goal. Warren left the meeting at 8:12 PM.
- Executive Session
Dave called Executive Session at 8:12 PM to discuss personnel matters. The Board exited Executive Session at 8:37 PM.
- *Jack moved to offer Tree Bergman part-time employment with ALWA with finalization of an agreement with Sallal Water Association including:*
 - *Employee to work 35% of full-time employment,*
 - *ALWA to reimburse Sallal for 35% ALWA of insurance costs paid by Sallal,*
 - *Employee to participate in ALWA 401(k) participation (to include modification to allow inclusion of regularly schedule part-time employees working at least 35% of a work week).*

Merlyn seconded. All approved.

7. Checklist & EFT Approval

Jack moved to approve the checklist and EFT transfers. Merlyn seconded. All approved.

8. Next Regular Meeting

The next regular meeting will be **December 9, 2014, 7:00 PM** at the Association's business office.

9. Adjournment

David Hoffmann adjourned the meeting **8:42 PM**.

Minutes prepared by Mark Freeman, secretary