

Ames Lake Water Association

Board of Directors Meeting February 9, 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 **7:13 PM** on **February 9, 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, and Mark Freeman. Michael Bicak joined at 7:28 PM. Also present: Kristina Myers, ALWA office manager, Bob Pancoast, ALWA operations manager, and Richard Jonson, Counsel.

- 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.

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

- System Manager Report

Robert provided system updates:

- Water usage was at the high end of the normal range.
- Projects for 2016/17 were previewed: Office / Shop completion; Closing loops in two branches of water system (to improve reliability); Line flushing program, incorporating an automated system; View Park well abandonment & site improvement; Clean storage tanks; SCADA improvements; Begin Water System Plan; USDA; operations and capital budgets are being worked on and will be presented next month.
- 73% of fire hydrants have been maintained or repaired.
- A water quality issue continues to appear in the Aldarra development: There is a higher than normal level of Iron bacteria:
 - Iron bacteria is not harmful, but can result in unpleasant water quality.
 - Water samples were taken in 10 locations in January; Additional samples will be taken to isolate the source(s).
 - Short term action is to help homeowners Chlorinate their home plumbing.
 - Long term solution may involve periodic Chlorination of the system.

- The Office / Shop contract with a landscape architect has been approved; Next step is to interview interior contractors.
- Business Manager Report
Kristina reviewed monthly financial reports and the following:
 - One member has regular difficulty making payments by the due date of the 5th, and asked if the date could be changed to the 10th. The Board discussed the issue, but concluded the policy could not be changed for an individual. Kristina will look into other options to help the member.
 - Kristina will meet with the website creator, providing inputs from the Board and staff for changes.
 - USDA has contacted ALWA, requesting refinancing of outstanding loans. Kristina will investigate commercial loan options, as well as negotiate terms with USDA.
 - Changes in 401(k) guidelines will require 3rd party oversight to handle certain aspects of 401(k) account management. The result is an extra \$750 / year overhead.
 - Office lease is up for renewal. *Michael moved to authorize a lease extension at \$1,275 / mo for one year; Mark seconded; All approved.*

- Checklist & EFT Approval

Checks, invoices and EFT's as presented by Kristina were reviewed by the President and Treasurer. *Merlyn moved to approve the checklist and EFT transfers. Sherri seconded. All approved.*

- Old Business – None
- New Business – None
- Business from the Board

Mr. Hoffman called an executive session at 8:43 for approximately 40 minutes to discuss employee compensation. Bob and Kristina left the meeting. The executive session was concluded at 9:23 pm and the regular session of the meeting was reconvened.

- Review of Action Items – None
- Next Regular Meeting

The next regular meeting will be **March 8, 2016, 7:00 PM** at the Association's business office.

- Adjournment

David Hoffmann adjourned the meeting **9:25 PM**.

Minutes prepared by Mark Freeman, secretary.