

Ames Lake Water Association

Board of Directors Meeting May 9, 2017

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 (ALWA) at 7:00 PM on May 9, 2017 in the Association's business office.

- Roll Call

The following Board members were present (in addition to Mr. Hoffmann): Jack Praino, David Hoagland, Merlyn Blue and Michael Bicak. Also present: Bob Pancoast, ALWA operations manager; Kristina Myers, ALWA Business Manager; Warren Perkins, engineer; and Richard Jonson, counsel.

- Business from the Floor

None.

- 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.

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

- Financial Reports and Membership Count

- Checklist & EFT Approval

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

- Consultant Reports None

- System Manager Report

Robert presented system updates:

- Water usage was normal but Jeremy is still searching for system leaks; volcanic activity and risks were reviewed; County roadwork schedule for this summer was reviewed; American Hills well is back on line; Jeremy is continuing to work on hydrant maintenance.
- Meeting with DOH to kick off the water system plan update was held; work on the plan will commence and should be complete in 2018.
- Decommissioning of two wells at View Park is now complete; demolition of the concrete slab used for the previous water tank has started; Huard Septic Tank Design has been engaged to design an on-site disposal system and Blue Heron will perform sensitive area delineation; brokers are being evaluated for a property listing.

- The building permit for Vista has been picked up and Fury Construction has advised that despite previous discussions it is unavailable to perform the site work this summer; other contractors have been contacted and Warren has prepared detailed contract specification for the site work; Two local contractors with good reputations are interested in the work and discussion followed whether the work should be publicly bid; the Board concluded that it would be best for the Association to focus its efforts on getting bids from the two local contractors and developing relationships with them given that Fury Construction is subject to limited availability; hopefully, the Board will be able to award a contract for the site work at the next Board meeting; Town and Country is ready to proceed and pursuant to contract terms, one-half of the contract price is due; TI contractors have been contacted for the interior work and they will be submitting bids; the County is requiring a detailed landscape plan and HBB Landscape Architects is recommended with a budget of 3,215. Discussion followed.

Merlyn moved to approve payment of the \$66,842 to Town and Country for one half of the contract price pursuant to contract terms. Jack seconded. All approved

Jack moved to approve scope of work and budget with HBB Landscape Architects in the amount of \$3,215 for landscape architectural services for the Vista site. Merlyn seconded. All approved

- Kristina reported that she will be meeting with Key Bank regarding the Vista project loan; project cost estimates are being revised.

- Business Manager Report

- Kristina reported that one membership was sold this month and that two members have expressed interest in serving on the Board; David Hoffmann said he would call both; Tuesday, September 19th was tentatively scheduled for the next annual meeting, to be held at the fire station.
- Bank balances were reviewed and Kristina recommended that a new account be opened and transfers be made to keep balances within insured limits.

Jack moved to approve opening of a new savings account at Heritage Bank and to move \$25,000 each into that account from the existing Capital One, Opus and First Security accounts. Merlyn seconded. All approved

- Costs and electronic document storage arrangements with Lockbox and Key Bank are being reviewed and she will report further.
- The Treasurer signed the Vine Dahlen audit engagement letter and the year-end audit will be commencing shortly.

- Old Business – None

- New Business- None

- Business from the Board – None

- Review of Action Items - None

- Next Regular Meeting

The next regular meeting will be June 13, 2017, 7:00 PM at the Association's business office.

- Adjournment

David Hoffmann adjourned the meeting at 8:00 PM.

Minutes prepared by Richard Jonson, counsel.