

Ames Lake Water Association
Board of Directors Meeting September 13, 2016
7:00 P.M

Meeting Minutes

- Call to Order

Jack Praino called to order the regular meeting of the Board of Directors of **Ames Lake Water Association** at **7:00 PM** on **September 13, 2016** in the Association's business office.

- Roll Call

The following Board members were present (in addition to Mr. Praino): Sherri Zucker, David Hoagland and Mark Freeman. Michael Bicak joined at 7:18 PM. Also present: Kristina Myers, ALWA office manager, Bob Pancoast, ALWA operations manager, Warren Perkins, Engineer with Gray and Osborne and Richard Jonson, Counsel. Also present were members Mr. & Ms. Alfieri.

- Business from the Floor

Members Alfieri presented their request for a water loss adjustment.

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the July Board meeting,
- Membership Transfers,
- Water Loss adjustments (including Alfieri) and,
- Aging Accounts.

Mark moved to approve all items on the Consent Agenda. David seconded. All approved.
Members Alfieri left the meeting.

- Checklist & EFT Approval

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

- System Manager Report

Robert provided system updates:

- Water production was normal, with unaccounted water use at 5%, slightly above normal. The source of the increase will be investigated.
- The deadline for vacating Fall City Water's facilities has been extended to October 7. An agreement with Carnation Farms for equipment storage is being finalized. A 20 foot shipping container has been placed on the Vista site to store major supplies.
- One water sample in the Lono area has tested positive for Coliform. This is not E. Coli nor fecal Coliform, and does not pose a health hazard. It does indicate possible infiltration into the water system, and so the well and related piping is being investigated. A possible source is an old capped-off section of water line, formerly connected to a well. An assessment plan has been submitted to DOH. Planned changes to be implemented by the end of September are:

- Eliminate section of old water line and add a hydrant to the connection at the dead-end line, to allow flushing,
 - Update some meter setters to include check valves and sampling ports.
- Long-term plans for the Lono section is to replace approximately 140 feet of main and loop into the Marshall well. Approximate cost is \$75,000.
Action item: Kristina to check available 2016 budget for the project.
- Repair and installation of hydrants is planned for the end of September.
- Vista Project: Warren is dealing with 19 comments from King County. A Public Agency Supplemental Agreement (PASA) was presented and reviewed. The purpose of this agreement is to avoid posting a performance bond to the County.
Sherri moved to authorize Jack to sign the Public Agency Supplemental Agreement (PASA) with King County. Michael seconded. All approved.
- Business Manager Report
Kristina reviewed monthly financial reports and the following:
 - Website updates will be presented at the next Board meeting.
 - USDA will reimburse ALWA for an errant withdrawal of funds after the loans had been paid off.
 - Kristina presented a draft policy for notification to the State of unclaimed property.
 - Cell tower leasing contract updates:
 - One cell tower leasing consultant has responded to inquiries. Kristina will continue to look for consultants. *Action item: request quote from consultant for cell tower lease value estimation.*
 - Payment for the current lease is overdue. *Action item: Work with counsel to send a payment demand letter to the lessee.*
 - IRS Form 990 due date has been extended to December 15.
- Old Business – None
- Business from the Board – None
- Next Regular Meeting
The next regular meeting will be **October 11, 2016, 7:00 PM** at the Association’s business office.
- Adjournment
Jack Praino adjourned the meeting at **8:07 PM**.

Minutes prepared by Mark Freeman, secretary.