

Ames Lake Water Association

Board of Directors Meeting May 8, 2018

7:00 P.M.

Meeting Minutes

- Call to Order

ALWA Board President **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 8, 2018** in the Association's business office.

- Roll Call

The following Board members were present (in addition to Mr. Hoffman): Sherri Zucker (Treasurer), Jeff Villnow (Secretary), Michael Bicak, David Hoagland, Mark Freeman, and Merlyn Blue

Also present: Bob Pancoast (ALWA Water System Manager); Kristina Myers (ALWA Business Manager); Richard Jonson (counsel); Warren Perkins (Gray and Osborn); and Kevin Guiberson.

- Business from the Floor

- None

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

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

Kristina noted that there several new water loss adjustments were added to the report but that all are within policy

Michael moved to approve the consent agenda to include a change to the minutes as noted; Mark seconded. All approved

- Financial Reports and Membership Count

Sherri moved to approve the check list with changes as noted. Michael seconded. All approved.

- Consultant Reports

- Warren reported that the Final Draft 2018 Water System Plan has been submitted to KC and the regulatory agencies for review and comment.
- The ALWA Board still must approve the Final WSP with responses to agency comments

- System Manager Report

- Volcano Awareness Month

- Bob noted that May is Volcano Awareness Month, particularly relevant given the conditions in Hawaii, and stressed the importance of preparedness
- ALWA Water Use
 - Water production through April was in the normal water use range, with 4.8M gallons used
 - Unaccounted for water was about 5% (4.4% in March; 4.8% in February)
- King County Franchise/ROW Tax
 - Dick noted that Tanner Electric Cooperative has rejoined the suit challenging King County's ROW fee plan and that the additional \$5K added to the budget in April is no longer needed.
 - Dick summarized the status of the lawsuit
 - The Board discussed the importance of good GIS maps to properly track and document the Association's line/location data. Bob noted that there will be some investment of time and energy to gather, review, and verify our information.

Michael moved to increase ALWA's contribution to the Joint Defense Agreement and Agreement for Legal Services to engage Dick Jonson on the issues of KC ROW fees by an additional \$5K (total \$15K) as contingency based on size of the litigation group. David seconded. All approved.

- Tolt Hill Tanks/ Booster Station - Power Enhancement
 - The Board previously approved installation of PSE power coming in from Tolt Hill Rd. We are waiting for PSE to schedule the work, and plan to dig the power line ditch ourselves along our right of way
 - Upcoming activities:
 - Bob noted the importance of initiating a pre-design/design study to address phasing for the project
 - Bob also noted the importance of operational planning for the power install, transfer of the generator from Vista to Tolt, and additional phased work at the site
 - NOTE: G&O previously prepared a Proposal for Engineering Services for the Tolt Booster Station (Jan 2017) with a NTE cost of \$13,470 to complete the pre-design report.

Mark moved to authorize Bob to accept the G&O Proposal for Engineering Services for a Predesign Report on the Tolt Booster Station, including development of a pre-design report for the entire phased project with a NTE value of \$13,470. Michael seconded. All approved.

- ALWA Office and Shop Building
 - Bob reviewed the status and schedule for completing the Office/Shop building.
 - Highlights:

- Started to move some equipment and other items in late April and May
- Anticipate receiving an occupancy permit in late May
- We can continue storing miscellaneous items at Carnation Farms only through the end of May
- The SCADA system has been moved to the new office and is up and running
- Internet is up and running at the new office, with business and visitor access
- The septic system has been inspected and backfilled
- Concrete pads in garage and main entry are complete
- Sonitrol system is fully installed; County requires monitoring of fire suppression system which Sonitrol will do – installation fee of \$563 and approx. \$70 per month
- Remaining Items
 - Final grade and gravel base for asphalt
 - Final gravel/rock placement and landscaping/hydroseeding
 - Final “punch list” for TI contractor
- Bob reported two minor TI changes:
 - CO 29 (stainless steel backsplash) - \$1,408.65
 - CO 30 (hood replacement) - \$532.68

Michael moved to acknowledge disposition of Pattison General Contractor change orders 1-30 totaling \$8,411.66 for all change orders (additional to contract amount of \$565,510.48). Merlyn seconded. All approved

- Business Manager Report

- In the April 10 Board Meeting, Kristina presented water loss request information from member Josiah Whalen, including monthly usage information dating to July of 2015; the member’s Water Loss Relief Request Form dated March 27, 2017; and the member’s email dated Aug. 30. After significant discussion and review of the data, the Board, at that meeting, moved to deny the water loss request.
- Member Whalen approached Kristina again later in April and asked the Board to reconsider their decision. Extensive discussion and review followed, Jeremy was called at home to review the situation, and the Board decided against reconsideration of its April 10 motion and decision. Kristina was tasked to draft a letter of explanation for the member to document the Board’s deliberations.

Sherri moved to deny the water loss appeal. Mark seconded. All approved.

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

- Review of Action Items – None

- Executive Session – None.

- Next Regular Meeting

The next regular meeting will be **June 12, 2018, 7:00 PM** at the Association's business office.

- Adjournment

David Hoffmann adjourned the meeting at **8:35 PM**.

Minutes prepared by Jeff Villnow, Secretary.