

**Ames Lake Water Association**  
Board of Directors Meeting September 11, 2018  
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 September 11, 2018 in the Association's recently relocated business office. The following Board members were present (in addition to Mr. Hoffmann via phone): Mark Freeman, Jeff Villnow, Sherri Zucker, David Hoagland, and Merlyn Blue. Also present: Bob Pancoast, ALWA operations manager; Kristina Myers, ALWA Business Manager; and Warren Perkins, Gray and Osborne.

- Changes or Additions to Agenda

None.

- Business from the Floor

The agenda was modified to facilitate discussion of a landscaping proposal dated 09/11/18 for the new office/shop building prepared by Maddie Hoffmann and Claire Bicak. Kristina distributed copies of the proposal and David Hoffmann facilitated a discussion of the contents. The Board reviewed draft document and suggested minor changes.

*Merlyn moved to approve the Landscape Proposal from Maddie Hoffmann and Clair Bicak for three areas in proximity to the new office/shop complex with a total budget NTE \$900. David Hoagland seconded. All approved.*

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

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

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

- Financial Reports and Membership Count

- Checklist & EFT Approval

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

- Consultant Reports

- Jonson & Jonson - None
- Gray & Osborne - Warren reported that responses to the Health Department's comments on the Water System Plan have been sent to the agency. He also reported that work is progressing on the Tolt Hill Booster Station design and the final occupancy permit for the Vista Office/Shop building.

- System Manager Report

Robert presented system updates:

- Water usage was in the high normal range for August due to the warm weather;
- Unaccounted for water was 3.9%
- Re the King County Franchise/ROW, on Aug 1 the KC superior Court issued an oral ruling granting judgement to water, sewer, and electric utilities that KC can not charge the utilities rent for ROW access. On Sept 4, a formal order reflecting the court's decisions was signed. We expect the County to appeal.
- Water System Plan is proceeding. G&O submitted responses to agency comments. The DOH sanitary survey was conducted on Aug 16. The DOH Regional Engineer provided a few minor comments on system operations but was favorably impressed by the facilities and processes.
- The Vista site shipping container has been moved to Tolt Hill for storage of parts and supplies in the south-central portion of the service area.
- Preparations for the Annual Meeting Office on Sept. 17 were reviewed.
- Final inspector comments and associated changes and corrections relative to the new building were reviewed
- The Board discussed a proposal from G&O for emergency generator work at the Vista Booster and office/shop complex to ensure suitable backup power at critical facilities.

*David moved to approve G&O's emergency generator proposal dated Sept. 7, 2018 for engineering services relative to installation of backup generator(s) for Vista Well, Booster, and Office/Shop building NTE \$22,200. Merlyn seconded. All approved*

- Business Manager Report

Kristina reported on the following:

- 2<sup>nd</sup> water loss relief request from member Jane Bakken in the amount of \$400;

*Merlyn moved to deny the requested relief on the basis that the loss was outside of established policy. Sherri seconded. All approved.*

- Backflow prevention notices and customer questions;
- The web site is being revised and Board members are encouraged to review the changes and provide feedback.
- Final planning for the annual meeting.
- 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 October 9, 2018, 7:00 PM at the Association's relocated business office.

- Adjournment

David Hoffmann adjourned the meeting at 8:03 PM.

Minutes prepared by Jeff Villnow, Secretary.