

Ames Lake Water Association
Board of Directors Meeting February 21, 2019
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 February 21, 2019 in the Association's business office. The following Board members were present in addition to Mr. Hoffmann: Sherri Zucker, Mark Freeman, , Michael Bicak, and Jeff Villnow. Also present: Bob Pancoast, ALWA Operations Manager; Kristina Myers, ALWA Business Manager; and Dick Jonson, Jonson and Jonson.

- Changes or Additions to Agenda

None.

- 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.

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

- Financial Reports and Membership Count

- Checklist & EFT Approval

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

- Consultant Reports

- Jonson & Jonson

- Dick updated the Board on the King County Franchise ROW fee litigation status.
- The Board discussed options and timelines for informing the membership of the possibility of franchise fee back charges in case the appellate court rules in favor of the County, including drafting a letter to be placed on the ALWA web site for inclusion in the next WQ report

- System Manager Report

- Water usage was in the normal range for January;
- Unaccounted for water was 5.9%
- Snowstorm Status

- ALWA property and equipment survived the snowstorm reasonably well
- There were multiple power outages and some access issues
- The Tolt Tank generator system functioned properly when power was lost
- A pressure transducer at the Carnation tank froze
- A gutter in the back of the office/shop building was damaged
- There was a break in a 2-inch line downhill from View Park
- Ames Lake Trestle Bridge 1320A – KC has received budget authority in 2019-2020 to start design of a trestle bridge. ALWA notified the KC project manager that the Association would like to hang a water main from the bridge in the future. KC indicated that would be in touch as the project progresses.
- Tolt Hill Cell Tower
 - Received a bid from Steel in the Air to appraise the tower site value
 - Due to the snowstorm, the process of updating the property survey was delayed

Michael moved to authorize \$5,000 to engage Steel in the Air to appraise the cell tower site value. Mark seconded. All approved.

- 2019/2020 Operating Budget
 - Kris/Bob noted that the 2019/2020 operating budget is being drafted, with a conceptual discussion of staff salaries in Feb, presentation of the draft budget in March, and finalization/approval of the budget in April. The new FY begins May 1
 - Kris/Bob presented a proposed salary increase of 4.8%, based on a 2.8% cost of living allowance and a 2% merit increase.
 - The Board directed Kris/Bob to move ahead with drafting of the 2019/2020 operating budget based on a 4.8% salary increase
 - The Board had a general discussion about increased operating costs relative to income
- 2019/2020 Projects
 - Bob reviewed high priority 2019/2020 projects, including the backup electrical system at the Vista Office; the Tolt Hill Tanks Booster Station; Iowa hydrant replacements; Ridgehaven valve cluster replacement; and the need to improve enclosures and batteries at the Carnation Tank to prevent freezing
- ALWA Office/Shop
 - G&O developed specs and office staff met with and solicited bids from five generator vendors and electrical contractors
 - Bob reviewed the generator bids with the Board and recommended award to D Square based on the specifics of its proposal and level of support

Jeff moved to approve awarding the ALWA Office Generator Contract to D Square Energy for a dual fuel, 55 kw single phase generator in the amount of \$36,758 plus tax and delivery/installation costs. Michael seconded. All approved.

Business Manager Report

Kristina reported on the following:

- The FY18 990 report is due to the IRS by 3/15/2019. She will mail the draft to the Board prior to the March meeting so that action can be taken at the March meeting
- Key Bank permanent financing on the new office/shop building has been finalized at \$457,785 with interest at 5.24% resulting in an approx. monthly payment of \$2,770
- Old Business – None
- New Business- None
- Business from the Board – None
- Review of Action Items – None
- Executive Session – None
- Next Regular Meeting
The next regular meeting will be March 12, 2019, 7:00 PM at the Association's relocated business office.
- Adjournment
David Hoffmann adjourned the meeting at 0811 pm.

Minutes prepared by Jeff Villnow, Secretary.