

Ames Lake Water Association
Board of Directors Meeting November 12, 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 7:03 PM on November 12, 2019 in the Association's business office. The following Board members were present in addition to Mr. Hoffmann: Sherri Zucker, Merlyn Blue, Michael Bicak, Kevin Guiberson, Mark Freeman, and Jeff Villnow.

Also present: Bob Pancoast (ALWA Operations Manager), Kristina Myers (ALWA Business Manager), Warren Perkins (Gray and Osborne), Dick Jonson (Jonson and Jonson), and Jasmine and David Aryana (ALWA members).

- Changes or Additions to Agenda
None.

- Business from the Floor
See below.

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the October Board meeting,
- Membership Transfers,
- Water Loss Adjustments and,
- Aging Accounts.

Michael 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. Merlyn seconded. All approved.

- Business from the Floor

- Jasmine and David Aryana described the circumstances surrounding a water leak on their property.
- Pursuant to ALWA policy, they previously requested and received a water loss adjustment to the subject bill but were now requesting a second adjustment for relief from the remaining balance.
- After describing the circumstances, the members left the meeting at 7:15pm and Board discussion ensued.
- David requested that an article be written and placed on the ALWA web site reminding members of their service line maintenance responsibilities.

Michael moved to decline the Aryana's 2nd request for relief and to allow Kristina Myers to negotiate payment terms with the members. Merlyn seconded. All approved.

- System Manager Report

- Water Use
 - Water usage was in the Normal range for October
 - Unaccounted for water was 4.7%
- King County Franchise/Right of Way
 - Utility response briefings were filed with King County Superior Court in May
 - King County filed its Response Brief in July
 - Amicus Briefs were filed by WWUC, WPUDA, PSE, and the Rental Housing Authority in early August
 - Oral arguments were held September 17 @ 0900
 - Decision is expected in spring/summer 2020
- Tolt Hill Tank Site
 - Phase1 of the Tolt Hill Booster Project is underway.
 - Construct Booster Building
 - Install small pumps and auto-start generator
 - Phase 2 improves fire flow and requires installation of large pumps, control valves, PRVs, and water main extension
 - Phase 3 will transfer water service from 2-inch domestic line to 8-inch main and decommission the 2-inch line
 - Kris is evaluating finance approaches for the project
 - A proposal has been received from Gray and Osborne for Phase 2 design, final drawings, bid specs, and solicitation/review of bids

Merlyn moved to approve Gray and Osborne, Inc.'s proposal dated November 8, 2019 for design, final drawings, bid specifications and bidding of the Phase 2 portion of the Tolt Hill Booster Station Upgrade. Total cost not to exceed \$51,640. Mark seconded. All approved.

- Cell Tower Fence
 - Bob reviewed plans to relocate and upgrade fencing at the cell tower site
 - Dick suggested ALWA obtain documentation if portions of the corner fence are moved to ensure the Association maintains ownership of the corner
- Business Manager Report
 - Kris provided updates related to Banking, Accounts Receivable, Budget v Actual, Aging Accounts, Transfer of a Delinquent Account, Long-Term Debt, and Membership Updates
 - As part of her evaluation of financing options for the Tolt Hill Booster project, Kris overviewed a loan proposals from 1st Security Bank and Key Bank
 - Kris described a program for Board consideration to equip ALWA operators with Association purchased work boots and work pants, and ALWA branded shirts and jackets.
 - Work is proceeding with counsel regarding cell tower lease expiration.

- 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 Tuesday December 10, 2019, 7:00 PM at the Association's business office.

- Adjournment

David Hoffmann adjourned the meeting at 8:42 pm

Minutes prepared by Jeff Villnow, Secretary.