

**Ames Lake Water Association
Board of Directors Meeting August 10, 2021
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 August 10, 2021. The meeting was conducted via teleconference for Covid 19 mitigation purposes. The following Board members were present in addition to Mr. Hoffmann: Sherri Zucker, Michael Bicak, Mark Freeman, Kevin Guiberson, and Jeff Villnow.

Also present: Jeremy Reier (ALWA System Manager), Kris Parker (former ALWA Director of Finance and Administration), Richard Jonson (Jonson and Jonson), and Matthew Bowers and Lisa McKeirnan (Vine Dahlen)

- Changes or Additions to Agenda – None.
- Business from the Floor (includes post-meeting discussion and motion deemed ratified upon approval of these minutes)
 - ALWA member Greg called into the meeting to discuss a recent water loss situation. The Board explained ALWA’s water loss policy and agreed to investigate the situation and get back to Mr. Greg.
 - Matt Bowers (Vine Dahlen) provided an overview of the FY21 draft financial statement.

On August 14, Sherri moved via email to accept the auditor’s report with changes proposed by the Board during review of the August 10 draft. Jeff seconded. The motion was passed.

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the July 2021 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

Jeff moved to approve the checklist. Sherri seconded. All approved.

- Consultant Reports

- Dick overviewed nonconfidential aspects of the litigation surrounding the proposed KC right of way fees.
- System Manager Report
 - Water Use
 - Water usage was 9.2M gallons in July
 - Unaccounted for water loss was 2.3%
 - Projects Update
 - Jeremy discussed water service enhancements for new members and installation of a new sampling station
 - Tolt Booster Station
 - Fury Site Works has begun site clearing activities
 - Jeremy overviewed the project schedule. He presented proposed Change Order No. 1 and recommended approval. Discussion followed.

Mark moved to approve Change Order 1 for Fury Site Works in the amount of \$3,493.97 for labor and equipment to install electrical conduit for the on-site generator. Sherri seconded. All Approved

Keenan left the meeting at 8:47 pm

- Finance and Administration Report
 - Kris noted that approval of Vine Dahlen's FY21 Financial Statement is required NLT September 1, 2021.
 - Key Bank loan has been paid off from First Security.
 - Non-users and non-participators were discussed.
 - Notice of termination will be issued to Retail Lockbox on or before 7/23/21; replacement services were discussed.
 - Status of negotiations with Verizon were reviewed.

Kris and Jeremy departed the meeting at 9:08 pm and the Board entered an executive session to discuss various aspects of Kris' departure, transition plan, and efforts to recruit a replacement. The regular session of the meeting resumed at 10:08 pm.

Upon motion made and seconded, the Board approved hiring Frost Connections for a fee not to exceed \$20,000 to assist with recruiting of the ALWA Business Manager.

Business from the Board – None.

- Review of Action Items – None.
- Executive Session
 - See above.
- Next Regular Meeting
 - The next regular meeting will be Tuesday September 14 2021, at 7:00 PM. The meeting will be conducted at the ALWA business office.
- Adjournment
 - David Hoffmann adjourned the meeting at 10:08 pm

Minutes prepared by Jeff Villnow, Secretary.