

**Ames Lake Water Association
Board of Directors Meeting December 14, 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 7:09 PM on November 14, 2021. The meeting was conducted at the ALWA business office with some members participating via webinar. The following Board members were present in addition to Mr. Hoffmann: Sherri Zucker, Michael Bicak, Mark Freeman, Merlyn Blue, and David Beecher.

Also present: Jeremy Reier (ALWA System Manager), Christine Lemons (ALWA Business Manager), Richard Jonson (Jonson and Jonson), and Keenan Ferar (Gray and Osborne).

- 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 November Board meeting,
 - Membership Transfers,
 - Water Loss Adjustments and,
 - Aging Accounts.

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

- Financial Reports and Membership Count

- Check List & EFT Approval

Sherri moved to approve the check list. Mark seconded. All approved.

- Consultant Reports

- Jonson & Jonson. Dick reported on the status of the King County franchise fee litigation and Verizon's submission of a signed cell site lease.
- Gray & Osborne. Keenan reported that the fire flow cost report is complete.

- System Manager Report

- Water Use
 - Water usage and unaccounted for water was reviewed. Jeremy provided updated charts with gallonage figures.
- Project Update
 - Progress reported on the Tolt Hill Booster Station, including construction of the pump house, operational improvements to ALWA members, and payment progress.
 - Delays in delivery of generator and ATS until late 2022 reviewed; discussion followed whether to delete items from the contract and procure other

equipment; impacts of the deletion on the loan financing was considered; Jeremy will investigate and provide a recommendation.

- Electrical cabinet has been assembled offsite and has been inspected.
- Main replacement around Ames Lake discussed with paving options; existing pipe still appears to be stable.
- Certificate of water right issued by DOE
- ALCC rental agreement presented; possible food truck temporary use of parking space discussed; the Board intends that rentals and uses of this nature are entirely discretionary and no precedential effect is intended.

Merlyn moved to approve the ALCC rental agreement as presented and authorize the System Manager to execute the document on the Association's behalf. Mark seconded. Motion carried with Michael voting no.

- The final form of Communications Site Lease as executed by Seattle SMSA limited partnership was presented. Discussion followed.

Michael moved to approve the Communications Site Lease as presented and authorize the President and Secretary to execute the document on the Association's behalf. David seconded. All approved.

- Jeremy queried the Board whether to hold a holiday party of Board members, staff and consultants. The Board concurred.

- Business Manager Report

- Christine provided updates related to banking, cash flow, accounts receivable, budget v actual, aged accounts receivables, loan balances, and new memberships.
- ADP is unable to accommodate ALWA's particular payroll needs; she recommended engaging Pay NW because it is more flexible and will match ADP's costs except for a one time set up fee.

Sheri moved to authorize management to engage Pay NW for payroll services. Merlyn seconded. All approved.

- Working with accountant to finalize and file IRS Form 990

- 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 January 11, 2022, at 7:00 PM. The meeting will be conducted in office and via webinar.

- Adjournment

- David Hoffman adjourned the meeting at 9:34 pm

Minutes prepared by Richard Jonson, counsel.