

**Ames Lake Water Association
Board of Directors Meeting July 11, 2023
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 7:04 PM on July 11, 2023. The meeting was conducted at the ALWA business office with some Board members participating via teleconference. The following Board members were present in addition to Mr. Hoffmann: Jeff Villnow, Sherri Zucker, Michael Bicak, Merlyn Blue, Mark Freeman, and David Beecher.

Also present: Jeremy Reier (ALWA System Manager), Christine Lemons (ALWA Business Manager), 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 June 2023 Board Meeting,
- Membership Transfers,
- Water Loss Adjustments, and
- Aging Accounts.

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

- Financial Reports and Membership Count

- Check List & EFT Approval

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

- Consultant Reports.

- Gray & Osborne. Keenan provided updates on the TBS, Risk and Resiliency/Emergency Response plan, KC franchise application, and Rate Study projects.

Merlyn moved to approve the updated fee schedule. Mark seconded. All approved.

- System Manager Report

- TBS generator
 - Testing and startup was completed on June 29. The generator is online and operational.
 - Jeremy reviewed the contract status.
- Water Use, Maintenance and Repairs
 - Water usage and unaccounted for water was reviewed. Jeremy provided updated charts with gallonage figures and reviewed system maintenance and repair activities – including hydrant maintenance in the Aldarra area, cleanup

of the Daniels Ranch generator site, cleanup at the Marshal well and site, and identification of a leak on 292nd.

- Project Updates
 - Jeremy reviewed the status of several projects including options for obtaining updated imagery for the ALWA service area; decommissioning of the old TBS; annual maintenance at 3 generators; and vehicle service needs.
 - Jeremy noted that an updated legal description of the ALWA service area is required for the KC Franchise Agreement.
 - Jeremy updated the Board on new employee training activity.
 - Jeremy described the need for additional security cameras at the TBS site.

Michael moved to authorize purchase of up to \$10,000 in additional Sonitrol security camera equipment for TBS. Merlyn seconded. All approved

- Business Manager Report
 - Christine provided updates on office activities, banking, cash flow, accounts receivable, budget vs actual status, loan balances, payroll processing, and new memberships.
 - The 2023 Annual meeting was scheduled for September 28 at 7 pm.
 - The annual President's Letter was scheduled for delivery to members by July 28.
- New Business – None.
- Business from the Board – None.
- Review of Action Items – None.
- Executive Session
 - The Board entered Executive Session at 8:53 pm to discuss procedures related to late fees and penalties. Keenan departed. The Board came out of Executive Session at 8:55 and the regular session of the meeting continued.

Merlyn moved to authorize a settlement agreement related to a previous balance owed by member 50375. Michael seconded. All approved

- The Board re-entered Executive Session at 9:37 pm to discuss staff salaries. Jeremy and Christine departed. The Board came out of Executive Session at 10:59 pm.
- Adjournment
 - David Hoffmann adjourned the meeting at 10:59 pm.
 -

Minutes prepared by Jeff Villnow, Secretary.