

**Ames Lake Water Association  
Board of Directors Meeting July 9, 2024  
6:00 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 6:09 PM on July 9, 2024. 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: Sherri Zucker, Jeff Villnow, David Beecher, Michael Bicak, and Merlyn Blue.

Also present: Jeremy Reier (ALWA System Manager), Christine Lemons (ALWA Business Manager), Keenan Ferar (Gray & Osborne) and Richard 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 June 2024 Board Meeting
- Membership Transfers
- Water Loss Adjustments
- Aging Accounts

The requested water loss adjustment for member 51938 was discussed. Documentation of repairs, as required by the ALWA policy, has not been provided and efforts to contact the member have failed. The account is delinquent. A door hanger advising of an impending shut-off will be issued per policy.

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

- Financial Reports and Membership Count

*Sherri moved to approve the check list. Michael seconded. All approved.*

- Consultant Reports.

- Jonson & Jonson. Dick and Jeremy discussed proposed changes to the ALWA by-laws pertaining to member meetings. The Board also discussed policy and procedure for member access to records.

*Sherri moved to present the recommended by-law changes to members at the Annual Meeting. Merlyn seconded. All approved.*

*Sherri moved to adopt the proposed policy and procedure for member access to records. Michael seconded. All approved.*

- Gray & Osborne. Keenan discussed the planned Ames Lake Road water main replacement project and efforts to coordinate with other utilities who may benefit from and cost-share in the project. Keenan also discussed progress on the emergency

operations plan, including the possibility of a table-top exercise at the Oct. Board meeting.

- System Manager Report
  - Jeremy reviewed water production and loss amounts with updated charts.
  - System maintenance and repair activities.
    - Jeremy provided an update on the Daniels Ranch pump and well maintenance activities, noting the well is on-line and pumping clear water.
    - Jeremy discussed road paving projects in the area, connection of the Association's newest member, recent proof of appropriation submittals to DOE, and work on the Ames Creek bridge.
    - He noted that Comcast will be boring for fiber installation in several neighborhoods.
    - Re: the CIP, plans to replace the main on 33<sup>rd</sup> and 34<sup>th</sup> St. will be pushed back until 2026 to better coordinate with other interested utilities. Instead, work on the 40th St. main replacement will be prioritized.
    - Executive Session – The Board entered Executive Session at 7:29 pm to discuss staffing and disability insurance issues. The Board came out of Executive Session at 7:37 pm and the regular session of the meeting continued.
  
- Business Manager Report
  - Christine provided updates on office activities, banking, cash flow, accounts receivable, budget vs actual revenue and expenses, and loan balances.
  - The annual President's Letter is due to be mailed July 28.
  - Vine Dahlen is scheduled to present audit results to the Board at the August meeting.
  - The 55<sup>th</sup> annual meeting is scheduled for September 26.
  - 3 Board members are up for re-election in September. Mark Freeman has decided to not run for re-election.
  - 2 medium security vulnerabilities were identified in ALWA computers by the Cybersecurity and Infrastructure Security Agency. Both were addressed.
  
- New Business – None
  
- Business from the Board – None
  
- Review of Action Items
  - David asked that the records retention policy be distributed to the Board for review prior to the August meeting.
  
- Adjournment
  - David Hoffmann adjourned the meeting at 8:31 pm

**Minutes prepared by Jeff Villnow, Secretary.**