

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE MEETING**

Minutes of November 11th 2017

The Meeting was called to order at 9:08 AM by Don Bird.

MEMBERS ATTENDING: Don Bird Chair, Brandon Koch Secretary, Phyllis Antonsen Treasurer, and Member Gary Lentz.

Excused Members: Mark Franklin and Pat Paradise.

Board of Directors Attending: None

Employees Attending: None

Contractors Attending: None

Guests Attending: None

Approval of Minutes:

A motion was made by Gary Lentz, seconded by Phyllis Antonsen and passed with no nays as follows: To approve the Minutes of October 14th 2017 as written.

Additions to Agenda: News Letter Topics

Financial Report: Attached.

- 1) Water System Financial Report: Utilities and vehicle expenses are 3% over budget goal however overall budget is 4% under the goal for October.
- 2) Investments: The investment of any water funds is on hold.
- 3) Accounts Payable / Receivable update: Collection of aged accounts continues to gain momentum.

A motion was made by Brandon Koch, seconded by Gary Lentz and passed with no nays as follows: To approve of the Financial Report for October as presented.

Water Distribution Mangers Report: Water loss is high for October. Don Bird believes that this may be an accounting error and will follow up on this. All other items looks good.

Action List: We are current on action list items.

Correspondence:

- 1) Forgiveness request from Christine Giradin: The Giradins had a water leak at their 251 E Clonakilty property. The leak has been verified by Steve Wheaton and has been fixed. The water committee voted unanimously to approve a onetime forgiveness for Christine and Steve Giradin's excess water bill for the October 2017.

A motion was made by Brandon Koch, seconded by Gary Lentz and passed with no nays as follows: To approve a onetime forgiveness for Christine and Steve Giradin's excess water bill for the October 2017 billing of their property at 251 E Clonakilty in the amount of \$134.

Old Business:

- 1) SCADA and radios status: All radios are functioning at 100%.
- 2) Well #2 fill station status: Steve has installed the culvert. A mini hydrant, a 2" meter and a backflow device still need to be installed.
- 3) Hazard survey status: Don Bird continues to be in contact with NWS and is receiving updates.
- 4) Employee evaluation: We are waiting for Deborah Wallace to get caught up on other responsibilities so that she can have time to work on employee evaluations.
- 5) NWS contract negotiation – deferred
- 6) Water line engineering / Water rate study: We are trying to get a meeting scheduled in December with the engineering firm Morrisette & Associates.

New Business:

- 1) News Letter: Ideas for the next news letter included winterizing, responding to the hazard survey, water fill station, conservation and accounts receivable progress.

Commitments Review: Don Bird will be in contact with NWS regarding the hazard survey. He will try to schedule a meeting with Morrisette & Associates and will continue to work with Deborah Wallace on employee evaluations.

Announcements:

- 1) Next meeting December 9th 2017

Motion to adjourn:

A motion was made by Brandon Koch, seconded by Gary Lentz and passed with no nays as follows: To adjourn the meeting at 10:57 AM.

These minutes have not been approved by the Water Committee.
They have been respectfully submitted by Brandon Koch.

MOTIONS FOR THE BOARD

A motion was made by Gary Lentz, seconded by Phyllis Antonsen and passed with no nays as follows: To approve the Minutes of October 14th 2017 as written.

A motion was made by Brandon Koch, seconded by Gary Lentz and passed with no nays as follows: To approve of the Financial Report for October as presented.

A motion was made by Brandon Koch, seconded by Gary Lentz and passed with no nays as follows: To approve a onetime forgiveness for Christine and Steve Girardin's excess water bill for the October 2017 billing of their property at 251 E Clonakilty in the amount of \$134.