

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE MEETING**

Minutes of December 9th 2017

The Meeting was called to order at 9:01 AM by Don Bird.

MEMBERS ATTENDING: Don Bird Chair, Brandon Koch Secretary, Phyllis Antonsen Treasurer, and Members Gary Lentz, Mark Franklin and Pat Paradise.

Board of Directors Attending: None

Employees Attending: Steve Wheaton

Contractors Attending: Doug Eklund, J.W. Morrisette & Associates

Guests Attending: None

Approval of Minutes:

A motion was made by Mark Franklin, seconded by Phyllis Antonsen and passed with no nays as follows: To approve the Minutes of November 11th 2017 as written.

Additions to Agenda: None

Financial Report: Attached.

- 1) Water System Financial Report: Finances are in order and on budget.
- 2) Investments: The investment of water funds are on hold. Funds will be moved from Key Bank to Heritage Bank in February to reduce fees.
- 3) Accounts Payable / Receivable update: Collections on aged accounts continues.

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

Water Distribution Mangers Report: A new leak on Dartmoor is being addressed. Net water loss for November was very low.

Action List: We are current on action list items.

Old Business:

- 1) SCADA and radios status: Adjustments are being made to SCADA for optimal performance.
- 2) Well #2 fill station status: The hydrant is being ordered and will be installed soon.
- 3) Hazard survey status: The hazard survey is complete and the report will be sent to Lake Limerick HOA soon.
- 4) Employee evaluation: Deborah Wallace will perform evaluations after she completes the creation of job descriptions.

- 5) NWS contract negotiation – deferred
- 6) Water line engineering / Water rate study: The water committee is meeting with Doug Eklund from J.W. Morrisette & Associates for suggestions of how to proceed.

New Business:

- 1) High pressure incident: There was a high pressure incident due to a bad value in SCADA that caused some minor damage at a couple of properties. The problem was addressed and has not reoccurred. Logins have been added to improve security.
- 2) The presentation from Doug Eklund the owner of J.W. Morrisette & Associates was very informative and provided insight into our water system that many members of the water committee did not previously have.

Commitments Review: None

Announcements:

- 1) Next meeting January 13th 2018

Motion to adjourn:

A motion was made by Brandon Koch, seconded by Pat Paradise and passed with no nays as follows: To adjourn the meeting at 12:40 PM.

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 Mark Franklin, seconded by Phyllis Antonsen and passed with no nays as follows: To approve the Minutes of November 11th 2017 as written.

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