

# Water Committee Meeting Agenda

## October 08, 2022 - 8:30 AM

**Location: Online only by Zoom for Water Committee, Board of Directors and Guests**  
**Meeting ID:** 635 641 3783 **Passcode:** 44150

### Call to Order

Recording for Minutes

**Committee Members Roll Call:** Chair Kelly Evans (excused), Secretary Anne Moen, Treasurer Don Bird, and Members Dan Cossano, Sue Hearn, Wally Montz

### Board Members:

**Staff:** Water System Manager Chris McMullen, CAM Roger Milliman

### Guests:

### Approval of Minutes:

- September 10, 2022

### Comments/Questions from Guests (Limited time)

**Additions to Agenda from Committee Members** (Agenda additions may be deferred to the next regular meeting because of time constraints)

### Comments from the Acting Chair: Don Bird

- Welcome to Sue Hearn
- Changes to the BOD – Connie Wong has resigned due to personal reasons
- Good News on much-lowered Accounts Receivable thanks to Rhonda Hunt's efforts
- Excavator update – Roger has asked that the excavator proposed purchase be kept on the budget plan pending data on rental costs. I concurred. Wally may have information to add.
- New fiscal year began October 1, 2022. New Budget in effect as approved by voters on September 16, 2022
- Water system update supplement to billing statements will be delayed until we have substantial new information on fire flow or other important topics. We want to be sure that members recognize our updates are urgent and important. This may make it more likely that information will actually be read.

### Brief CAM Report: Roger Milliman

### Financial Reports – Don

- 1) Water System Financial Report (Deferred until year end reports can be finalized)
- 2) Accounts Payable / Receivable update
- 3) CD and money market review
- 4) Ampstun Utility Billing System status – Esther and Don

### Motion to approve Financial Reports

- Submitted to the BOD on September 12, 2022 for August, 2022 (attached)

**Water System Manager’s Report** (Items that should be discussed as follow-up)

- 1) Manager’s report and consumption spreadsheet
- 2) Project status:
  - a. Well #2 project – total costs, bids, and timeline
  - b. Backflow customer survey and testing update
  - c. Water office improvements
- 3) Maintenance status:
  - a. Customer meter maintenance
  - b. System leaks and repairs
- 4) Water sample testing
- 5) Water testing stations installation
- 6) New information

**Correspondence from Members**

- 1) Written – None
- 2) Email – None

**Motions regarding correspondence (if any):**

- None

**Motions to the BOD from September 10<sup>th</sup> WC Meeting**

**Motions for the Board**

- **\*Motion made by Don Bird to fill the water committee vacancy by Sue Hearron, position term runs through May 1, 2025. Seconded by Anne Moen and carried with no nays.**
- **\*Motion made by Don Bird to transfer \$200,000.00 from the Heritage water operating account to the new Edward Jones savings account. Seconded by Anne Moen. and carried with no nays.**

Motion pulled from the consent agenda:

- **\*Motion was made by Wallace Montz to change from “*Lake Limerick Water Committee*” to “*Lake Limerick Water Utility Committee*”. Seconded by Don Bird and carried with no nays.**

*Note: The Board of Directors had no objections to the name change. However, President John Ingemi asked that it be included in Water By-laws changes he is suggesting rather than being voted on separately, so the motion was pulled for consideration at a later date.*

**Motions 1 and 2 to the BOD were approved**

## Unfinished Business

- 1) Water System Plan completion timeline – Don and Team
- 2) Well #2 Repairs further discussion – Chris
- 3) Well #3 Fencing Bid - Chris
- 4) Short and long-range project plans – Postponed to November meeting
- 5) Hydrant testing Update – Chris
- 6) Review/addition of miscellaneous fees including collection costs – Postponed to November meeting
- 7) Ampstun late fee programming – Postponed to November meeting
- 8) Future grant and/or loans update – *Placeholder*
- 9) Source Meter Upgrades - Chris
- 10) Potential Committee Name Change – Postponed to November meeting

## New Business

- 1) Committee Roles and Responsibilities – Postponed to November
  - a) Planning Sub-Committee
  - b) Budget Planning for 2023-2024
  - c) Loans and Grants
  - d) Capital Project Spending
  - e) Vice-Chair Position
- 2) Potential Upcoming Study Sessions - Postponed
  - a) 2023-2024 Budget
  - b) Long-Range Plan Approval
  - c) Guidelines and procedures for forgiveness
  - d) Procedures for rate determination for meter-locked non-users
  - e)
- 3) Other New Business
  - a) Topics for November Billing Insert:
    - Reminders of toilet leaks, water tanks, almost 100 leaks detected, water run-off into the lake
  - b) Hydrant liability discussion - Postponed
  - c) Purchase of steel road plates - Chris
  - d) Motion to officially delay approval of Financial Reports by one month - Don
    - It is very challenging for the office accountant to prepare month-end reports for our committee to review.
    - Delaying official approval each month by 30 days +/- relieves the rush and assures us we will have accurate information for our discussion.
  - e) Reserve Account distribution of new \$4.00/month member payments - Don
  - f) Approval of cash reserve payment transfer process between banks and Edward Jones - Don

## Announcements

- HOA Semi-Annual Meeting: Saturday, October 15<sup>th</sup> at 1:00 PM
- Next meeting: November 12, 2022; 8:30 AM Location: ZOOM only

## Motion to move to closed session (if necessary)

## Motion to return to open session

## Motions from closed session

## Motion to Adjourn