

**LAKE LIMERICK COUNTRY CLUB  
WATER COMMITTEE MEETING**

**Minutes of May 12th, 2018**

The Meeting was called to order at 9:00 AM by Chairman Don Bird.

MEMBERS ATTENDING: Chairman Don Bird, Secretary Brandon Koch, Treasurer Phyllis Antonsen, and Members Mark Franklin, Norm Bartoo. Pat Paradise was excused.

Board of Directors Attending: None

Employees Attending: None

Contractors Attending: None

Guests Attending: None

Election of Officers:

Don Bird was nominated for Chairman by Brandon Koch and seconded by Mark Franklin and was elected by a unanimous vote.

Brandon Koch was nominated for Secretary by Don Bird and was seconded by Mark Franklin and was elected by a unanimous vote.

Phyllis Antonsen was nominated for Treasurer by Mark Franklin and was seconded by Brandon Koch and was elected by a unanimous vote.

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 April 14, 2018 as written.

Financial Report: Attached.

- 1) Water System Financial Report: We need to move checks from the line item of office expenses to bank fees. Professional fees are up this month due to NWS responding while Steve was on vacation. Net cash shows a negative number due to transfers. Net profit number is high because the transfers are not showing as an expense. This will be addressed at the beginning of the new fiscal year. The capital expenditures were for PC upgrades.
- 2) New water bill format and utility tax reduction update: The assessments will be separate from the water on all bills going out next cycle.
- 3) Investments: Bank fees of \$210 for CDs at Heritage Bank needs to be addressed.
- 4) Accounts Payable / Receivable update: No new shutoffs last month.
- 5) Water System 2018-2019 budget: We will start putting together the budget in July.

A motion was made by Brandon Koch seconded by Mark Franklin and passed with no nays as follows: To approve of the Financial Report for March as presented.

Water Distribution Mangers Report:

- 1) Manager's report: Accepted as written.
- 2) Consumption spreadsheet: Unaccounted for losses were down in April.
- 3) Well #2 fill station status: The station had a leak and it is being addressed.
- 4) Status of Backflow Pros backflow testing: Testing is done and came in under budget. One backflow device needed to be replaced.
- 5) New LLCC Water truck purchase status: One has not been found yet.
- 6) Updated proposal from Nicholson Drilling for Well 3 VFDs and new hydropneumatic pressure tank: The parts are on order.

Action List: Adding draw down testing for each well in September.

Correspondence and Member Requests

- 1) None

Old Business:

- 1) SCADA: Don has SCADA training scheduled. There was a failure of the CPU card at Well #2. We are ordering two of them so that we have a spare on hand. They will arrive in two weeks.
- 2) Employee evaluations: Deborah has put together job descriptions.
- 3) NWS contract negotiation: A comparison is being put together to analyze possible savings based on billed hours from NWS over the last year.

New Business:

- 1) Evergreen Rural Water Fall Conference August 28<sup>th</sup> – 30<sup>th</sup>: We are sending Steve and Don.

Commitments Review: Brandon needs to update and add to the action list.

Announcements:

- 1) Next meeting June 9th, 2018

Motion to go to closed session:

A motion was made by Phyllis Antonsen and seconded by Brandon Koch and passed with no nays as follows: To go to closed session.

Motion to go to open session:

A motion was made by Mark Franklin and seconded by Brandon Koch and passed with no nays as follows: To go to open session.

Motion to adjourn:

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows: To adjourn the meeting at 10:30 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 Mark Franklin, seconded by Phyllis Antonsen and passed with no nays as follows: To approve the Minutes of April 14, 2018 as written.

A motion was made by Brandon Koch seconded by Mark Franklin and passed with no nays as follows: To approve of the Financial Report for March as presented.