

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE MEETING**

Minutes of February 10th, 2019

Meeting Location LLCC Inn Library (aka Crow's Nest)

The Meeting was called to order at 2:00 PM by Chairman Don Bird.

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

Board of Directors Attending: Samantha Franklin

Employees Attending: None

Contractors Attending: None

Guests Attending:

Approval of Minutes:

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows: To approve the Minutes of January 14th, 2019 as written.

Financial Report:

- 1) Water System Financial Report: A financial report was provided including profit and loss statement and year to date expense/income. YTD 30.6% of budget expended with 33% of year expended. Expense and income are on track – only vehicle fuel and maintenance/repair are tracking higher than budgeted.
- 2) Accounts Payable/Receivable update. Front office continues to make progress on collecting past due accounts. Water Committee will discuss with CAM and Accounts Receivable what are current policies and what policy revisions would help in collecting past due amounts owed on non-metered lots. IE: turning off water on lot's that currently have no water service does not induce payment of overdue accounts. Water Committee will revisit this discussion again next month.
- 3) CD and money market review with Scott Davis from Edward Jones. Water System currently has multiple Cd's coming due – Water System will re-invest once all Cd's have matured.
- 4) Motion to approve Edward Jones account signers. Edward Jones requires a designated person(s) to direct and initiate the services of Edward Jones. A motion is needed to have the Board of Directors approve the designated person(s) and the associated Edward Jones account documents.

A motion was made by Norm Bartoo and seconded by Mark Franklin and passed with no nays as follows:

To authorize the Water Committee Chairperson and/or the Water Committee Treasurer (currently Don Bird and Phyllis Antonsen) to be the designated persons to approve and initiate transactions regarding the LLCC Water System CD's and money market accounts held by Edward Jones.

Water Distribution Mangers Report:

- 1) Manager's report: The report was reviewed. There was nothing to add as the report was very detailed. (see attached report February 2nd 2019)
- 2) Consumption spreadsheet: There was a reported 32.7% water loss for the month. Some of the discrepancy between the well source meters and the customer readings might have been due to reading the source meters and customer meters prior to the end of the month. Water Committee will monitor closely next month – expectation is that water loss calculation will self correct based on when readings are taken.
- 3) Well #3 VFDs and new hydropneumatics pressure tank status: This is addressed in the manager's report. Installation is complete. There are some operational issues resulting from the three phase power provided by PUD. Water Department, PUD, and vendor are looking for solutions.

Action List: The action list is up to date. Items needing action are line items 6 Primary CCCD Testing and 7 Annual Well Site Inspection on the action list (see attached)

Correspondence: None

Old Business:

- 1) New SCADA system status:
Contractor is working to complete punch list items. Water system is operating on the new scada system – the “old” system is offline. Water Committee is looking into the purchase of new UPS devices to support the control system in the event of a power failure.
- 2) Security improvements for LLWS: Status same as January - Well head protection cameras and magnetic door contacts purchased toward securing four well sites. Joe has begun installation and will be installed along with weatherization of pump buildings.

New business:

- 1) Proposal from Payment Service Network for water and dues payments. A proposal was reviewed to integrate/automate water and hoa dues payments from the membership. Proposal would make online payments easier for members and substantially reduce bookkeeping time in the LLCC office. Front Office personnel will make a presentation at next board meeting.
- 2) Recruiting for water committee members. Membership is being recruited for upcoming vacancies on the water committee

Announcements:

- 1) Next meeting 9am Saturday March 9th Lake Limerick clubhouse crows nest.

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 3:51 PM..

These minutes have not been approved by the Water Committee.
They have been respectfully submitted by Pat Paradise.

MOTIONS FOR THE BOARD

Approval of Minutes:

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows: To approve the Minutes of January 14th, 2019 as written.

Approval of Financial Report:

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows: To approve the financial report of February 10th 2019 as presented.

A motion was made by Norm Bartoo and seconded by Mark Franklin and passed with no nays as follows:

To authorize the Water Committee Chairperson and/or the Water Committee Treasurer (currently Don Bird and Phyllis Antonsen) to be the designated persons to approve and initiate transactions regarding the LLCC Water System CD's and money market accounts held by Edward Jones.