

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE MEETING**

Minutes of March 9th, 2019

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

The Meeting was called to order at 9:00 am 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: None

Employees Attending: None

Contractors Attending: None

Guests Attending: Ester Johanson

Approval of Minutes:

A motion was made by Brandon Koch, seconded by Mark Franklin and passed with no nays as follows: To approve the Minutes of February 10th, 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 41.8% of budget expended with 42% of year expended. Employee expense line item needs to be corrected in spreadsheet calculations. Expense and income are on track.
- 2) Accounts Payable/Receivable update. Front office continues to make progress on collecting past due accounts. Accounts Receivable Aging report attached
- 3) CD and money market review with some Cd's coming due - Cd's will be reinvested at 6 month intervals. A recent motion by the Lake Limerick Board of Directors provides that the water committee Chairman and Treasurer can work directly with Edward Jones to accommodate the needed transactions.

A motion was made by Mark Franklin and seconded by Brandon Koch and passed with no nays to accept the financial report as presented.

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 March 6th 2019) Mason County, Lake Limerick, and Insurance Company are still working on getting Mason County to accept a third party claim to perform the road repairs.
- 2) Consumption spreadsheet: There was a reported 7.8% water loss for the month with year to date loss at 6.3%. A leak was found and repaired at a damaged anti-backflow device.

- 3) Well #3 VFDs and new hydropneumatics pressure tank status: This is addressed in the manager's report. Installation is complete. A service outage will be required to install additional isolation valves at the well site.
- 4) Status of power issues at Wells 3 and 5: There are some operational issues resulting from the three phase power provided by PUD. Water Department, PUD, and vendor are looking for solutions. Water Manger is making repairs to pump wiring – circuit breakers – and generator as existing maintenance items are discovered.
- 5) New SCADA system status: Vendor is closing out punch list items and doing minor loop tuning. Water Committee reviewed a submittal on new UPS units and relay cards that will keep SCADA controls operational during a power outage. A cost not to exceed \$7,500.00 for their purchase and installation was discussed and approved.

A motion was made by Brandon Koch, seconded by Mark Franklin and passed with no naves to purchase and install 7 ups and 6 relay cards for the SCADA system at a cost not to exceed \$7,500.00. This money has already been budgeted and is included within the water capital projects budget.

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) Security improvements for LLWS: Status same as January - Well head protection cameras and magnetic door intrusion contacts purchased toward securing four well sites. Joe has begun installation and will be installed along with weatherization of pump buildings.
- 2) Proposal from Payment Service Network for water and dues payments. A presentation was delivered at the last board meeting by office personnel. Proposal would make online payments easier for members and substantially reduce bookkeeping time in the LLCC office.

A motion was made by Norm Bartoo, seconded by Brandon Koch and passed with no nays: The Water Committee supports LLCC Board of Directors efforts to enter into a contract with Payment Service Network to accommodate LLCC membership utilizing online payments.

New Business:

- 1) Policy review for delinquent accounts.

A handout was provided for discussion and comment on possible actions that could encourage past due water account payments. After discussion, we will ask front office for recommendations on what measures they would like to see utilized. Committee will also confirm Washington State Laws to determine when water services can be denied to a lot owner.

Announcements:

- 1) Next meeting 9am Saturday April 13th 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 10:51 AM..

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 Brandon Koch, seconded by Mark Franklin and passed with no nays as follows: To approve the Minutes of February 10th, 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 March 9th 2019 as presented.

A motion was made by Brandon Koch, seconded by Mark Franklin and passed with no nays to purchase and install 7 ups and 6 relay cards for the SCADA system at a cost not to exceed \$7,500.00. This money has already been budgeted and is included within the water capital projects budget.

A motion was made by Norm Bartoo and seconded by Brandon Koch and passed with no nays as follows: The Water Committee supports LLCC Board of Directors efforts to enter into a contract with Payment Service Network to accommodate LLCC membership utilizing online payments.