

Roosevelt Lake Ranch Water System

Annual Membership Meeting August 9, 2025

MINUTES

Meeting Called to Order at: 10:07 AM

Sign In/Establish Quorum: All members asked to sign in

Introductions:

Dustin Penwell, President; Clint King-Elmes, Treasurer; Delaine Britton, Sec/VP; Eileen Scheibner, Pos 1; Cheryl Leipham, Pos 2; Kathleen Strozyk, Water Operator; and Lori Derrer, Bookkeeper

Approve Minutes from July: Motion to approve by Clint, 2nd by Eileen, AIF.

Water Operator Review:

- ✓ 60,325,300 gallons pumped from August 2024 through July 2025.
- ✓ Kathleen addressed the group. She explained about the Float Test and the new PFAS testing. She answered questions from the attendees.

Financial Review:

- Bank Accounts:
STCU CD - \$111,470.83; STCU Contingency Fund - \$30,695.93; US Bank Checking - \$14,874.10; US Bank High Yield Savings - \$120,811.0; Total \$277,851.86
STCU Amended their movement to the wrong account which is why it looks slightly different from last month.
- High expenses this month only thing out of ordinary is the generator for the summer again; Service charge on there we are disputing by US Bank whopping \$16; \$3200 from Inland Power because more water has been used; \$6700 in Generator rental including the setup/pickup fee - unfortunately our generator still isn't ready but they cut us a great deal vs last year; minus \$3240 in rebates from Lincoln county for the fire mitigation project we undertook earlier this year around the pumphouse; \$709 in Amazon orders for salt/bleach; \$2600 in fixing the pumphouse curb stop for fire mitigation; \$2k in quarterly B&O Taxes; and \$4k in payroll standard.
- Approved Operating Budget Vs Actual at the 6-month mark.
Total income - \$120,168 budget vs \$121,856.32 actual
Total Expenses - \$131,404 budget vs \$103,370.08 actual
Net Operating Income - minus-\$11236 budget vs \$18,486.24 actual
VS 2024 at this point, our income is \$10k lower which is essentially the difference of the last two water system hookup fees we got in 2024 (\$12k), our expenses are higher though, all of which is on the infrastructure repairs and materials/supplies we have already done this year so far.
- Member questions were fielded regarding access to financial information.

Past Year Overview:

September 2024

1. Meter availability issues – HD Fowler no longer carrying meters.
2. Issues with AirVac and vault in Timbers being hit. Motion made to have Lincoln Excavation place ecology blocks in several areas around hydrants, valves, and AirVac.
3. Pump control panel screen went out, ordered new screen.

October 2024

1. Backflow testing done by AACRA.
2. Renewed our certified deposits at STCU for another year.
3. Ecology block barriers installed in Timbers.
4. Northern Lights caused electro-magnetic surge to the transponder on the water tanks. Transponder was manually reset.

November 2024

1. Pump control panel screen installed.
 - a. This is the first step to our SCADA system.
 - b. Supervisory controlled data acquisition.
2. We began getting estimates for the generator repair.
3. Updated our approved vendor list.

December 2024

1. Received multiple estimates for our generator repair ranging from 20k-60k. BOD agreed to get estimates for a new generator.

January 2025

1. Spoke with another company about generator repair. They recommended going ahead and getting a new unit through Western States because they had the best pricing.
2. Western States is working on an estimate for a new generator.
3. Purchase of a new 1TB external hard drive for the Secretary.
4. Discussion made about updating the fee schedule. Since all the developers lots are sold, we can take off the \$2,500 joining fee.

February 2025

1. Many broken meters and backflows throughout the system. Very costly to fix for homeowners. Remember to insulate your meter tubs.
2. Discussion about getting VFDs on well pumps which will allow us to get a smaller KW generator and help to lower our IPL high demand charges.
3. Found a master meter dealer – Correct Equipment. Our meter inventory was restocked.
4. Made changes to the verbiage of the water fee schedule.
5. Discussion about note being added to bills to remind members – payment is due within 30 days and no grace period.
6. Received Western States quote for CATD150GC Generator Set with all components for \$49,492. Motion made and approved all in favor to purchase the new generator and new VFDs.

March 2025

1. More leaks discovered on members properties causing a major number of gallons to be pumped. 2.2M gallons pumped, which was 1.4M more than normal.
 - a. If you will not be here in the winter – PLEASE shut off your water at the meter or backflow preventor.
2. Clint had meeting with US Bank finance department to seek financing options.
3. Transponder pressure sensor failed. Troubleshooting determined sensor needed to be replaced and the sensor was replaced.
4. Kathleen found the pumphouse heater quit working. This was a very old unit that dated back to the Mill days. Temporary electric heater was purchased and installed and new unit will be installed at the time of the VFD installations.
5. Inground pool discussion was had. Member approached the BOD with interest in construction of a pool. Research of RLRWS bylaw documents indicated pools could only be allowed with approval of the BOD. We determined the BOD would create a pool application permit.
6. Conflict of Interest policy document was drafted by Eileen and presented to BOD for review and discussion.
7. I was approached by several residents asking about putting 2 homes on one lot. For clarification, both the bylaw and the agreement and easement documents contain language that does not allow this. Verbiage reads in part: “residential use shall mean water use for single-family usage on a lot”, “lot verbiage defines use for single-family residential.”

April 2025

1. First PFAS test was completed. Came back non-detectable.
2. Clint presented the 2025 budget via email for review. After discussion, motion was made AIF. Budget was approved.
3. Water tank float level indicator cable broke. Estimate for repairs were sought. Estimate higher than expected. Discussed and agreed upon that repair could wait until the next time tanks are cleaned.
4. Met with Copenhaver to go over the scope of the Sterling Valley line project. Copenhaver will work up an estimate.

May 2025

1. Clint got grant approval through Lincoln County Conservation District for clearing and graveling around the pumphouse and generator site.
2. Clint presented his research on a new high-yield savings account through US Bank. Motion made and approved AIF to open the new account.
3. Copenhaver and Lincoln County have been working in conjunction on the Sterling Valley line projects Welch Creek crossing.
4. I’ve been working with IPL and BPA about a rebate for our VFDs.
5. Evergreen rural water came out and performed a Static, Drawdown and Recovery test on our wells. Static and recovery were very good. Evergreen is scheduled to come out again this fall to test for comparison.

June 2025

1. The new high-yield savings account was set up.

2. New transfer switch display screen was purchased. Determined through troubleshooting with Tech support only the screen needed replacing, luckily. A quote for \$1,524.25 for the screen from Thomson Power Systems, motion was made and approved AIF to purchase screen.
3. Pumphouse gravel project completed by Lincoln Excavation.
4. IPL and BPA engineers came out to set up monitors on our well pumps. This will help them determine the rebate on the VFDs.
5. The conflict-of-interest policy was discussed. Motion made and approved AIF to adopt the new policy.
6. Through discussions with the county about the Sterling Valley line project brought to our attention that it is time to renew the water systems 25-year franchise easement agreement. The agreement was reviewed, revised, and submitted to the county and is currently in the renewal process.

July 2025

1. ATS display screen installed.
2. Rental generator installed and operation until our new generator arrives for fire season.
3. Quote was received from Copenhaver for the Sterling Valley Line Project and a portion of the Steel Line Replacement Project. Estimate was \$535,998.98. Roughly \$400k of this is for the Sterling Valley Line Replacement. Payment options were discussed. Possibility of a US Bank 10-year loan with 30% down. Discussion about an assessment to cover the cost of the downpayment. Grants are being researched and the possibility of splitting the project up into two parts, doing one portion this year and another portion in the next couple years to avoid such a large loan and downpayment.

August 2025

1. Informed by IPL that we will be getting an \$18K rebate for our new VFDs.
2. Our new generator should be arriving within the next month.

RLRWS UPCOMING PROJECTS

- Sterling Valley Line Replacement Project
- Installation of the new Generator
- Installation of the VFDs
- Steel Line Replacement Project
- New access road to pumphouse
- Reroofing and residing pumphouse through possible grant
- Hooking up WIFI at the pumphouse for connectivity with our pump control panel and transponder

Member Comments:

Discussed number of lots hooked up. We have 260 lots hooked up; 82 lots non hook up for a total of 342 lots. The Dept of Ecology monitors the number of “connections” which was discussed.

The number of Board Members was discussed. We have 5 but the Bylaws say there should be 7. We have not been able to fill the entire 7 positions due to lack of member volunteers.

Elections: Dustin Penwell, Clint King-Elmes and Delaine Britton were re-elected.

Meeting Adjourned at: 11:48 AM