

**MINUTES: Roosevelt Lake Ranch Water System Board of Directors Meeting  
October 8, 2025**

Meeting Called to Order at	4:04 PM
Board Members in Attendance	Dustin Penwell, Eileen Scheibner, Cheryl Leipham, Clint King-Elmes and Delaine Britton
Community Members in Attendance	Don Sneyd

<b>Approve Minutes from September</b>	Motion to approve from Cheryl, 2 <sup>nd</sup> by Eileen, AIF.
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**Summary of Water Operator Reports from September 2025:**

Hours Worked Report	Busy month resulted in more hours.
Coliform Test	Completed and passed.
Daily Chlorine Test Report	Done.
Water Pumped Report	8,712,700 gallons pumped. 736,600 more than Sept 2024 and 2,375,200 less than Aug 2025.
Lead Testing Follow-Up	All follow up testing was non detectable. No further action needed per EPA and DOH.

**Treasurer's Report:** Account balances as of September 30, 2025:

STCU CD:	STCU Contingency Fund:	US Bank Checking:	US Bank High Yield Savings:	Total:
\$112,160.78	\$31,451.15	\$21,408.05	\$121,617.10	\$286,637.08
Clint	Monthly Review: Many expenses this month, but nothing unexpected.			
	Financing for Generator: Expecting \$54,000 plus installation. Do we draw down our funds or go with financing? We have been approved for a loan at US Bank with 8% interest and a payment of \$1,000 per month on a 60 month note. The intention would be to pay off in 12 months, especially if we qualify for Grant funding. ❖ MOTION: A Motion was made by Cheryl to pursue financing through US Bank, as discussed above. The Motion was seconded by Eileen and all are in favor.			
	Grant application: Monday web meeting with DOH to inquire about Grant opportunities. We discussed getting assistance with this project. ❖ MOTION: A Motion was made by Eileen to obtain services for writing Grant applications, at a rate of \$40 per hour. Work to be reassessed once 20 hours work has been completed. This Motion was seconded by Delaine. All in Favor, with Clint abstaining.			

## **Action Items**

President	<p>Pumphouse Generator, Soft Starts and VFD's Update:</p> <p>The generator has been delivered. The old one needs to be removed and the pad reinforced for the new one. The electrician will review all the projects then schedule installation. A heavy-duty fork lift will be needed to move the generator, which weighs 5300 pounds, into place. A rental will need to be located. A decision will need to be made about the disposition of the old generator. The diesel motor still works.</p>
	<p>Backflow Testing:</p> <p>AACRA Backflow has completed all tests. 2 units were unable to be tested and will need follow up letters. Other than that, only a few other small repairs were needed.</p>
	<p>Sterling Valley Line over Welch Creek:</p> <p>Working with Copenhaver for an updated quote to use for Grant applications. Timeline to start the project may be delayed.</p>
	<p>Water Operator Job Description Discussion:</p> <p>The job description submitted by Kathleen was discussed. Follow up at next month's meeting</p>

## **New Business:**

Discussed a past due account, with lien filed. Mail no longer being returned. Delaine will send a follow up letter to the new address.

**Next Board Meeting Scheduled for:** *November 12<sup>th</sup> @ 4pm*

**Meeting Adjourned at:** 5:05 PM