

## MINUTES: January 11, 2023 Roosevelt Lake Ranch Water System Meeting

Meeting Called to Order at:	5:02pm
Board Members in Attendance:	Dustin Penwell, Todd Heaton, Delaine Britton, Rob Heinz, Jeff George and via "Teams" Deb Ivy
Community members in Attendance:	None

Approve Minutes from December:	Motion to approve by Jeff George, 2 <sup>nd</sup> by Todd Heaton, AIF.
--------------------------------	--

### Summary of Water Operator Reports from December:

Coliform Test	Sent via email
Daily Chlorine Test Report	Sent via email
Water Pumped Report	Sent via email 1,222,800 gallons pumped. 45,000 gals more than Nov 2023 and 668,200 more than Dec 2022.

### Treasurer's Report: Account balances as of December 31, 2022:

Contingency Fund: \$222,330.70	Checking: \$44,585.01	STCU: \$10,435.44	Total: \$277,351.15
-----------------------------------	--------------------------	----------------------	------------------------

### Action Items

President	Gilmore Letter: Letter sent requesting a copy of their document, December 8, 2022. Return Receipt card signed. No other response.
	Water Tank Cleaning: H2O Solutions cleaned both tanks with divers. Video documentation, invoice and report to follow. Approx 5" of sludge in the bottom of tank #1 and approx. 3" in tank #2. They noted our tanks looked clean and overall, in good condition. The "Float" in tank #1 is no longer connected at the base. H2O recommends tank cleaning every 5 years. However annual flushing could extend the time frame between cleanings. Now that sludge is gone, an increase in chlorine smell has been noticed. Kathleen has reduced the chlorinator.
	Sires Subdivision: Mr. Sires would like to pay the sub-division fee now on the 2 lots on SVR. The fee of \$5,000 is per lot, total for both lots would be \$10,000.
	Easement, Meter & Backflow at Bell Trust property: Letter sent Nov. 18, 2022 requesting permission to inspect Backflow valve. Return Rec card signed. Follow up letter needed.
Secretary	Past Due Account Follow up: No new letters sent since last meeting. Will work with bookkeeper after the 15 <sup>th</sup> to identify any members needing a letter.
Rob H.	<ul style="list-style-type: none"><li>Inland Power usage reports for each of the pumps: This information is an indicator of pump performance and can help to trouble-shoot problems. He will continue to monitor and report.</li><li>Budget Worksheet: Rob prepared a 7-year proposed budget worksheet. Board members need to review and approve. Per the Bylaws, we need to send this</li></ul>

	<p>out in May to be approved at the August Membership meeting.</p> <ul style="list-style-type: none"> <li>• Pumphouse Replacement Worksheet: This worksheet outlines the potential costs to replace the pumphouse building. The goal is to properly house the electrical &amp; pump equipment, and store equipment &amp; board documentation.</li> <li>• Profit and Loss Worksheet: We discussed the need to have more “buckets” to identify our expenses more accurately. This can be done utilizing Quick Books.</li> <li>• Water Rate Comparison: On this worksheet, Rob has compiled the rates from several other communities. He has converted their rates &amp; units of measure to be comparable to ours.</li> </ul>
--	---

### **New Business:**

Set date for Annual Meeting:	August 12, 2023
A Motion was made by Jeff George to purchase another Springbrook subscription to provide a Board Member access to the data provided there. The subscription is \$278 per year. Rob Heinz agreed to monitor the data. Motion was 2 <sup>nd</sup> by Todd Heaton. AIF.	

<b><u>Projects</u></b>	<b><u>Status</u></b>
Mapping and Surveys	Larry K. continues to work through issues. Not all information is lining up. Weather also causing delays.
Pumphouse Lot Property Line Issue	Awaiting completion of survey.
Gravel driveway at Water Tanks	Spring 2023.
Meter for 2” Hydrants	To be picked up.
Olson’s Bluff Bladder Tanks	Valve to be installed spring 2023.

<b><u>Executive Session:</u></b>	<b><u>Pay for Employees</u></b>
Bookkeeper:	A motion was made by Delaine Britton to increase the bookkeeper pay for Lori Derrer from \$1,000 per month to \$1,500 per month. Effective January 1, 2023. Motion was 2 <sup>nd</sup> by Todd Heaton, AIF.
Water Operator:	A motion was made by Jeff George to increase the hourly pay for Kathleen Stroyzk from \$25 to \$30 per hour. Motion was 2 <sup>nd</sup> by Rob Heinz, AIF.

**Next Board Meeting Scheduled for:** *February 8, 2023 @ 5pm*

**Meeting Adjourned at:** 6:59pm