

MINUTES: June 12, 2024 Roosevelt Lake Ranch Water System Board of Directors Meeting

Meeting Called to Order at:	4:03PM
Board Members in Attendance:	Delaine Britton, Clint King-Elmes and Dustin Penwell
Community members in Attendance:	Don Sneyd

Guest Topics:	None.
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Approve Minutes from May:	Motion to approve by Clint, 2 nd by Delaine, AIF.
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Summary of Water Operator Reports from May 2024:

Hours Worked Report	Reviewed.
Coliform Test	Reviewed.
Daily Chlorine Test Report	New Chlorinator and increased usage; Kathleen has been adjusting.
Water Pumped Report	6,068,400 total gallons pumped for the month. 29,400 gallons more than May 2023 and 3,875,900 gals more than April 2024.
Consumption Report	Attempts have been made to contact a member with excessive usage which may indicate a leak. These attempts have been met with no replies. Situation will continue to be monitored.
Water Use Efficiency	Annual report has been filed with the WA State Dept of Health.
Water Quality Report	Annual Consumer Confidence report has been completed.

Treasurer's Report: Account balances as of May 31, 2024:

Contingency Fund: \$25,917.55	Checking: \$75,608.48	STCU: \$10,437.82	STCU CD: \$106,223.05	Total: \$218,186.90
Clint:	Review of income & expenses is in line with expectations for the month. Revising the "Projects" Budget for future planned projects.			

Action Items

President	Pump Control Panel Screen: The screen for the panel has finally given out. A new unit has been ordered. It will be compatible with WIFI. This unit will utilize an application that can be programmed to send an alert to the water operators if needed.
	CPA and Attorney Meetings: <ul style="list-style-type: none"> Due to concerns raised by now past board members regarding a potential Conflict of Interest, a meeting was held on June 4th with our CPA @ Leffel Otis & Warwick. The notes from this meeting are at the end of these Minutes. Clint has reached out to an Attorney and has had some email communication which he will be following up on.
	Letters of Resignation: On May 24, 2024, email notices were sent to the Board members from Jeff George and Rob Heinz including their letters of resignation, effective immediately. Those letters are included at the end of these Minutes.

New Business:

- Discussion around approval of expenses. Suggestion to have the Treasurer plus one other approve expenses.
- The Approved Vendor List needs to be updated.
- Email and data security was discussed. There is a need for all Board members to have an approved email address rather than using their personal email addresses.
 - The following Motion was made by Clint King Elmes:
 - A Motion is made to provide all Board members with an “RLRWS” approved email address. The passwords for these email accounts would be retained by the Board. The Motion was 2nd by Dustin Penwell, AIF.

WORKING PROJECT LIST:

Projects	Status
Steel Water Line Replacement Project	Awaiting Bid, then investigate Grant possibilities.
Sterling Valley Line over Welch Creek	Awaiting Bid, then investigate Grant possibilities.
Driveway Repair at Lincoln Place	To be done in a few weeks when the company is in the area.
Pump House	Repair rather than replace. Roof work in 2024.
Easements	Nearing completion.
Easement, Meter & Backflow at Bell Trust property	Waiting for road easement information. 12/19/23 rec'd email from the Chertudi's.
Mapping	Todd, Kathleen & Dustin are working on a mapping project, to better outline where the water system lines are located.
Transponder Issues	Dustin is working with a community member who may have an option to assist with WIFI communication between our equipment.
Olson's Bluff Bladder Tanks	Valve to be installed when available.
Gift for Larry Sanborn	Would like to present to Larry at Annual meeting in August.

Next Board Meeting Scheduled for: *July 10th @ 4pm*

Meeting Adjourned at: 5:30PM