

MINUTES: Roosevelt Lake Ranch Water System Board of Directors Meeting March 12, 2025

Meeting Called to Order at:	4:01PM
Board Members in Attendance:	Dustin Penwell, Delaine Britton, Clint King Elmes, Eileen Scheibner and Cheryl Leipham
Community members in Attendance:	Don Sneyd

Guest Topics:	None
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Approve Minutes from February:	Motion to approve by Cheryl, 2 nd by Clint, AIF.
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Summary of Water Operator Reports from February 2025:

Hours Worked Report	More hours worked due to Transponder issue.
Coliform Test	Reviewed.
Daily Chlorine Test Report	Noted.
Water Pumped Report	2,206,500 gallons pumped. 1,410,00 gallons more than Jan 2025 and 1,434,300 gallons more than Feb of 2024.
Leak Discussion	Many leaks discovered in Feb/Mar. 6 Backflow Protectors and 5 meters broke. Kathleen has tried to re-read meters to find any other leaks, but technical problems occurred. She continues to work with Springbrook.

Treasurer's Report: Account balances as of February 28, 2025:

Contingency Fund: \$29,668.56	STCU: \$10,441.72	STCU-CD: \$109,563.55	Checking: \$88,485.68	Total: \$238,159.51
Clint:	○ Income/Expense Review Expenses up this month. Subscriptions due and purchase of extra meters. Soft Starts were also expensed in Feb. ○ 2025 Budget Budget numbers were presented, to be emailed to Board.			

Action Items

President	Pumphouse Generator Update: • Western States quote received for: Caterpillar Model D150GC Generator Set, Control Panel, Accessory Systems, Alternator/Breaker, and Packaging in the amount of \$49,492. ❖ MOTION: February 25th a motion was made via email by Delaine Britton to move forward with the purchase of this new generator for \$49,492, plus electrical installation charges and the Soft Starts, estimated at \$25,000. Funds are available. Financing options will be researched and presented to the Board for final funding determination. The motion was 2nd by Eileen. All in Favor. • The Generator, Soft Starts (SS) and Variable Frequency Drive (VFD) have been ordered. ETA on the generator is 22 weeks. The SS and VFD will be here sooner than that. The Electrician will be scheduled to install the SS & VFD. Once installed, we are expecting a significant decrease in our Inland Power bills. Also, having these devices allowed us to purchase a smaller, less expensive
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	generator. ➤ Look into a Surge Protector for the VFD to protect against power spikes. • Funding Option Discussion: Clint has a meeting with US Bank this week. Looking into other options as well. Will follow up at next month's meeting.
	Tank Transponder Pressure Sensor Failure: Sensor was reading incorrect levels. Took several steps to determine issue and try to resolve, but sensor did not return to normal. The replacement part was purchased through Calvert and replaced by Dustin. The new unit is working properly.
	Pumphouse Heater Failure: Kathleen found the heater was not working. It was an extremely old unit. A small electric heater has been ordered for now. Will research a replacement unit.
	Breaker Box: The breaker box in the pumphouse is outdated, using the tube style breakers. Dustin will get a quote from the Electrician to replace and rewire the breaker box. After discussion, a Motion was made by Clint. ❖ MOTION: Approve expenses up to \$7,000 (expected to be less) to replace and rewire the breaker box and replace the pumphouse heater. The Motion was 2nd by Eileen. All in Favor.
	In-Ground Pool Discussion: A community member has expressed interest in constructing an in-ground swimming pool. Research of the Easement and Bylaw documents indicate that they are not allowed unless approved by the Board. ○ An application for a pool permit should be created ○ Number of gallons ○ Plans to fill and refill ▪ Overage charges if applicable ▪ Bulk Sales option ○ Charge for permit
	Newsletter discussion: To go out with April 15th Billing Mailing • Firewise meeting date: May 10th @ • Annual meeting date: August 9th @ 10am *Mark your calendars* • Keep lots clear spring/summer ○ Mowing fields before burn ban ○ No FIREWORKS ○ No FIRES • Backflow test in October ○ Watch October Billing Stmt for Backflow test charges • Prepare meter boxes for winter after Backflow test is completed ○ Turn off water at meter box if leaving for winter • Payments are due within 30 days, no grace period, \$25 late fee • Set up Auto-Pay at your bank to avoid late fees ○ Adjust for Overages and Backflow test charges • Email RLRWS.BILLING@gmail.com for billing issues • Call before you dig – See Damage Penalty on Fee Schedule • Fee Schedule document updated format, no change to fees charged

Eileen	Conflict of Interest Policy: A COI Policy document was presented to the Board to review and discuss at next month's meeting.
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NEW BUSINESS:

The Float Level Indicator cable in one tank has snapped. Liquivision will be in the area and gave Dustin a quote of \$600 + tax (and travel if not already in area).

❖ MOTION: A Motion was made by Clint to approve this expense. Second by Cheryl, AIF.
The Float indicator in the other tank is also disconnected. This should be fixed the next time the tank is cleaned. Last cleaning was January of 2023.

Dustin has been approached by residents wanting 2 homes on one lot. Both the water system Bylaws and the Agreement & Easement documents contain language that does not allow this. The verbiage reads in part:

“Residential Use” shall mean water use for single-family usage on a Lot

“Lot” verbiage also defines use for “single family residential or recreational or farming purposes”

This is important because the Dept of Ecology sets the limit on the number of water connections we can have.

PROJECT LIST:

Project	Status
Update Approved Vendor List	Dustin has completed.
Steel Water Line Replacement Project	Awaiting Bid. Eileen & Cheryl are investigating Grant possibilities.
Sterling Valley Line over Welch Creek	Awaiting Bid. Eileen & Cheryl are investigating Grant possibilities.

Next Board Meeting Scheduled for: *April 9th @ 4pm*

Meeting Adjourned at: 5:45PM_