

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

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

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

Hours Worked Report	Reviewed.
Coliform Test	Passed.
Daily Chlorine Test Report	<p>Discussion regarding Chlorometer. Delaine brought up the reporting numbers from the prior meter vs the current meter. The previous meter read to two decimal points but the current one only reads to one decimal point. Also, there seems to be more variance in the readings. Dustin had been discussing this with Kathleen. Dustin also informed us of a new chlorine product being used beginning in November. Based on discussions, the following Motions was made.</p> <p>❖ MOTION: A Motion was made by Delaine to spend up to \$500 to purchase a new Chlorometer. 2<sup>nd</sup> by Clint. AIF.</p>
Water Pumped Report	2,530,900 gallons pumped. 346,900 gallons less than Oct 2024 and 6,181,800 gallons less than September 2025.

**Treasurer's Report:** Account balances as of October 31, 2025:

STCU CD: \$112,494.20	STCU Contingency Fund: \$31,453.82	US Bank Checking: \$10,866.03	US Bank High Yield Savings: \$122,029.27	Total: \$276,843.31
Clint	<p>Monthly Review: Nothing unexpected. Last generator rental payment.</p>			
	<p>Financing for Generator: Financing through US Bank was secured. Automatic loan payments of \$1,091.23 per month have been set up.</p>			
	<p>Grant/Low Interest Loan application: We are not eligible for the Grant. We could apply for Low Interest loan funding. The deadline to file for the State funds is Nov 30<sup>th</sup>. Dustin and Clint will see if the necessary information could be gathered in time. There is a possibility of another deadline in the spring. Otherwise, it would be Nov 30<sup>th</sup> of next year. Other funding possibilities were discussed. If timing works out, approval was given for DWSRF application for construction project up to the \$535k initial invoice, while we wait for the potentially updated smaller invoice.</p>			

## **Action Items**

President	Pumphouse Generator, Soft Starts and VFD's Update: Electrician has been out to review the project. Will be back in two weeks to set up the VFDs. We still need to remove the old one and prepare the pad for the new one. And find equipment large enough to move the new one into place.
	Backflow Testing: Still need to follow up on units that were unable to be tested.
	Sterling Valley Line over Welch Creek: Requested to have the quote split out for each project, which we need to file for low interest low funding.
	Water Operator Job Description Discussion: Last month a job description was prepared by Kathleen. No changes have been proposed. ❖ MOTION: A Motion was made by Delaine to accept the Job Description as submitted by Kathleen. Seconded by Clint. All in Favor.

## **New Business:**

- Dustin received a survey from DNR regarding Welch Creek.
- Meeting with Larry Kendrick next week to work on completing the Easement project.
- We received our Rebate check from Inland Power, for our recent upgrades to the soft starts and VFD's in the amount of \$18,000!

**Next Board Meeting Scheduled for: December 10<sup>th</sup> @ 4pm**

**Meeting Adjourned at:** 5:15 PM