

# Cascadel Mutual Water Company

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## Board of Directors Meeting

Friday, December 9, 2016

4:00pm, Cascadel Clubhouse

The Cascadel Mutual Water Company Board of Directors met on Friday, December 9, 2016 for its regular meeting. Present were directors Stan Eggink, Ed Rose, Wayne Shortes and Ken Trapp. Graham Guizar was absent. There was a quorum. Others attending were Dewayne and Gail Burns, Suzanna Odry, Brian Curtis, Cynthia Curtis and Ken Wood.

### Agenda

The meeting was called to order at 4:20pm by president Stan Eggink. **Motion** made/seconded to approve the agenda as presented, (Shortes/Rose). No objections. Motion carried.

### Minutes -- 10/14/16

Minutes of the 10/14/16 meeting were approved as submitted on motion/second from Shortes and Rose. No objections. Motion carried.

### Reports

President's Report – President had no report to make at this time.

Treasurer's Report - P & L Report and Balance Sheet were handed out. It was noted that the annual USDA payment was made in September. Report approved on M/S (Shortes/Rose). Motion carried.

Operator's Report - Ken then reported on the system as follows:

1. A new generator was purchased. It is propane and gas powered with an automatic battery charger and will be mostly used for nighttime repairs, but would operate the chlorinator or a single pump.
2. The spring output is at 47gpm.
3. There were two overages last month, and two the previous month.
4. The recent wind storm caused several trees to fall, and others are ready to fall. The USFS has marked trees that the CMWC can drop and there are 4-5 that are on Dan Negrete's property that he will cut down.
5. The CMWC will be submitting the water samples for tests that are required on a 3, 5 or 8 year cycle.
6. In order to validate maintenance requirements for ISO certification, the hydrants need to be tested on a 6-month schedule. Ken now has a tracking form and information to do so.

Following the presentation, Brian explained how dry-well hydrants work in areas subjected to freezing weather conditions.

## Communications

1. USDA – Received confirmation that inspection was ok.
2. Starnas – Received question concerning meter readings. Member not present to discuss.
3. Burns – Member present to discuss overage fee. Brian explained the overage cause and the owner's quick response. Cause of leak not found, but has not reappeared. The purpose of imposing the fines in addition to any overage charges was explained. It was noted that the owner paid the overage charge. A motion was made and seconded (Trapp/Rose) to waive the \$300 fine. No objections. Motion carried.
4. Carter – A letter was received and read from Lloyd Carter asking for relief from the fine imposed on his overages. The cause of the overage and the ensuing action by the owner was explained, and a motion then made/seconded (Trapp/Rose) to waive the fine. No objections. Motion carried.

## Unfinished Business

Well #3 – Air Gap Problem – Ken reported that the CMWC has received bids for the valve project. All bidders are licensed. Also, a permit will not be needed. He has spoken with the project designer to verify all distance requirements, and how the valve will operate. At a later date, modification may be needed for operation of a SCADA monitoring system if one is installed.

USDA / Storage Tanks – The USDA made the “compliance” inspection, done on a three-year schedule, and checked on the Vulnerability Assessment and the Emergency Procedure Plan. Both plans will be updated as needed. The ethnic and gender breakdown of the membership was also conducted. They were surprised to find that there are 40 female owners of properties in the system.

The funding process was also discussed and questions answered concerning the filing of the on-line application. This year's funding is not yet approved, probably will be after the first of the year. There is still a possibility of qualifying for partial “grant” funding by the USDA.

SRF / Test Well – Brian is still providing additional information, as requested, for the grant process. The state has accepted a package for 100% grant funding instead of the 20/80% loan/grant package originally approved.

## New Business

Delinquent Accounts – There are two accounts with large past due balances and no current payment action. Letters will be written to the owners about removal of the meters, and ready for action by the board at the next regular meeting.

Delaney Matrix – The owners of this company, Michael & Toby Delaney, have offered their services to develop a CMWC logo that could be used on letterheads, business cards, and magnetic signs for equipment. Directors discussed the offer and asked for him to submit ideas.

Added Note: – Stan informed the directors of the grants Cascadel has received for hazard tree work and for purchase of needed equipment. Cascadel is currently seeking bids for a contractor to perform the work.

## Adjournment of Regular Meeting

There being no further business to conduct, and no closed session needed, the meeting adjourned at 5:30pm on a motion by Shortes, seconded by Rose, and carried with no objections.

Submitted by:  
Cynthia Curtis, Assistant Secretary