

Hisega Meadows Water, Inc.
Board of Directors Meeting – March 9, 2020 @ 6:30 PM
Johnson Siding Fire Dept.

Present: Randy Smart, President (2021), Rick Schurger, V-Pres. (2022); Craig Fischer, Treas. (2020); Jane Russell, Sec. (2022); Ron Gordon, Director (2020); Scott Licht-Manager/Water Operator; Larry Deibert - transcriber

Absent:

Guests: Allan & Marilee Sage, Keith & Lona Lau, Mick Blumer
Randy called the meeting to order at 6:31 PM

Operator/Manager's Report: February 2020 Manager/Operator Report
2-2-20 Sage Water Works repaired Gary Kahoma's private water line. There was a rock on the polybutylene pipe where it split.
2-4-20 Water samples at Stepanek residence
2-10-20 2-14-20 Craig Fisher Plowed snow at the pit. Thank you
2-17-20 New Filters 22 days, 800,800 gallons
2-17-20 Signed up new water customer Cynthia Riley (Les Jones former home)
2-24-20 Picked up 25 gallons of chlorine from Hawkins Chemical in Piedmont.
Dwight worked 6 days in February
We pumped 1,027,700 gallons in February.
A meter pit (15" PVC) is approx. \$1100/pit plus 2 hours of Alan's time for installation.

Bookkeeper's Report:

Ron made a motion to approve the treasurer's report, Craig seconded the motion. Motion passed unanimously.

Minutes:

February 10, 2020 minutes were reviewed. Jane made a motion to modify the minutes by deleting the write-up provided by Rick and only show the write-up provided by Ron. Ron seconded the motion. The modification was unanimously approved. Rick made motion to approve the modified minutes, Ron seconded the motion. Motion passed unanimously.

Old Business:

Remote Reading Water Meters:

As of 3/09/20 the results of the vote are: 60 Yes; 19 No; 9 More info.

New Business:

Marilee Sage, representative from Sage Water Works, provided a brochure with information concerning reasons for changing out older meters and installing Kamstrup remote reading water meters for each HMWI members. Antennas may be needed for some locations (those in a meter pit or obstructed some other way). Meters will provide an alert when there is a leak or if the meters were tampered with. UBMax is the billing software to upload Kamstrup meter readings; monthly fee of \$25 for the ACH ability plus \$0.18/member account. A copy of the pricing handout provided by Marilee is included with these minutes.

Being no further business, Ron made a motion to adjourn; Rick seconded. Meeting adjourned at 7:55 PM; the next regular board meeting will be 6:30 PM, Monday, April 13, 2020 at the JSFSD.

Respectfully submitted,
Larry Deibert, Transcriber



ESTIMATE

EST-000031

Sage Water Works, Inc.

5310 Ebony Place
 Piedmont South Dakota 57769
 sagewaterworks100@gmail.com

Bill To
Hisega Meadows Water, Inc.
 2314 Lindsey Drive
 Rapid City
 57702 SD

Estimate Date : March 09, 2020
 Expiry Date : June 01, 2020
 Reference# : Kamstrup Water Meters

#	Item & Description	Qty	Rate	Amount
1	Kamstrup Meter-3/4 inch Residential (32 gpm-AMR) Residential water meters to complete the project--Installed price* Price does not include meter spuds if adaptation is needed. 5/8 " water meters are same price.	190.00 each	350.00	66,500.00
<p>Under the SD Plumbing Commission, Sage Water Works is permitted to swap out an existing residential meter or install a meter where a pre-plumbed meter spacer is in place. If neither of these conditions exist, a licensed plumber must install the meter. Sage Water Works reserves the right to refuse to install meters whereas the plumbing is not to code or has potential to cause damage during the swap. Installation date(s) will be coordinated with the board and/or residents to minimize number of trips to site.</p> <p>All Kamstrup meters have a 20 year battery lifetime warranty (10 year bumper-to-bumper & 10 year pro-rated)</p>				
2	Kamstrup Meter-1 inch Residential (56 gpm-AMR) Residential water meters to complete the project--Installed price* Price does not include meter spuds if adaptation is needed.	0.00 each	425.00	0.00
3	Kamstrup External Antenna-6.5 ft. For use with remote/mobile meter reading- This is only needed if home is a long distance from the road, in the trees, or meter is installed in a pit. Generally a limited use item.	0.00 each	32.00	0.00
Sub Total				66,500.00
SD Sales Tax (4.5%)				2,992.50
Total				\$69,492.50

Notes



ESTIMATE

EST-000033

Sage Water Works, Inc.

5310 Ebony Place
Piedmont South Dakota 57769
sagewaterworks100@gmail.com

Bill To
Hisega Meadows Water, Inc.
2314 Lindsey Drive
Rapid City
57702 SD

Estimate Date : March 09, 2020
Expiry Date : June 01, 2020
Reference# : Meter reading & Residential Billing

#	Item & Description	Qty	Rate	Amount
1	Residential Meter Reading & Billing Service START UP (one-time) INCLUDES: Setting up client account in billing software, residential meter & billing entries, assist with establishing rates for water and any other fees needing to be collected, establish authority level for routine tasks and policies/guidelines for billing with HOA board, testing of meter reading uploads, acquisition of bank depository info for payments, create and email initial introductory email (HOA board approved) HOA board is responsible to provide Biller with initial resident contact information and notify Biller of any sales /transfers of home ownership of which they are aware.	0.00 each	400.00	0.00
2	Meter Point Reading- Monthly for Hisega Meadows Water, Inc. INCLUDES: Mobile reading of all residential & master meters, notification to residents/HOA Board of any alert codes such as leak, etc. Upload of meter readings to proprietary meter software. Meter software is maintained by our company and includes all software fees. (Rate = \$1.50 per meter per month)	190.00	1.50	285.00
3	Residential Water Billing Service- Monthly for Hisega Meadows Water, Inc. INCLUDES: Generation of monthly billing calculations from meter readings and electronic delivery of residential bills, deliver monthly electronic financial reports from billing system to designated HOA contact, collect & post payments to accounts, post late fees or other HOA directed fees to accounts per policy/guidelines, deposit payments in HOA financial institution, communicate with residents about their bills and provide itemized reports at their request, maintain billing records for HOA, provide monthly water loss monitoring tools, & keep HOA Board informed of any unusual or delinquent billing issues. Billing software is maintained by our company and includes software fees.	1.00	380.00	380.00

Estimate is contingent on HOA providing mobile check deposit access to Biller & electronic/email delivery of customer billing.

#	Item & Description	Qty	Rate	Amount
	<p>OPTIONAL: Set up and post ACH monthly payments with secondary HOA board approval. If the HOA is able to commit to 90% compliance with ACH deposits, the monthly fee can be reduced by \$30/month. RE: Banking fees apply and this will help offset the costs. Biller would only have access to draft ACH with secondary approval, view ACH deposits/balances, and deposit payments in person or mobile deposit. All other access is restricted unless the HOA advises differently. All billing/banking information is considered confidential and will only be shared with HOA Board.</p>			
4	<p>Meter Read Rights- In the event the HOA Board wishes to later assume responsibility for meter reading and billing services, purchases Kamstrup proprietary meter software, meter rights can be transferred for a set fee of \$10.00 per meter.</p>	0.00 each	10.00	0.00
			Sub Total	665.00
			SD Sales Tax (4.5%)	29.93
			Total	\$694.93

Notes

Questions about this estimate or the project can be directed to Marilee Sage at 605-431-2006



ESTIMATE

EST-000032

Sage Water Works, Inc.

5310 Ebony Place
Piedmont South Dakota 57769
sagewaterworks100@gmail.com

Bill To
Hisega Meadows Water, Inc.
2314 Lindsey Drive
Rapid City
57702 SD

Estimate Date : March 09, 2020
Expiry Date : June 01, 2020
Reference# : Kamstrup Water
Meters- Pump House

#	Item & Description	Qty	Rate	Amount
1	Kamstrup Meter- 2" Master Meter w/Flanges (160 gpm-AMR) Pump House Meter (1)	1.00 each	1,200.00	1,200.00
2	Labor Installation of Master Meter (1)	2.00 hour	65.00	130.00
3	Materials/Parts for Project Estimated materials to plumb in (1) new master meter. Actual materials and parts to be determined at time of install.	1.00 List	150.00	150.00
			Sub Total	1,480.00
			SD Sales Tax (4.5%)	66.60
			Total	\$1,546.60

Notes

Questions about this estimate or the project can be directed to Al Sage at 605-391-7483