

Hisega Meadows Water, Inc.
Board of Directors Meeting - January 8, 2018 @ 6:30 PM
Johnson Siding Fire Dept.

Present: Randy Smart, Pres. (2018), Rick Schurger, V-Pres. (2019); Craig Fischer, Treas. (2020); Ron Gordon, Director (2020); Penny Kaiser, Sec. (2019); Scott Licht-Manager/Water Operator; Larry Deibert, bookkeeper/transcriber. Pam Anderson, Billie Pesek, Mick Blumer, & John Nelson were in attendance

Randy Smart called the meeting to order at 6:37 PM.

Website Committee: John Nelson showed a preliminary version of the Web-site. The web site address is: www.Hisegawater.com. John said the cost to design a company logo for the site would be around \$400; the decision concerning the company logo was tabled.

Operator/Manager's Report:

- 12-1-17 Received Alum & Chlorine
- 12-4-17 AM Found chlorine pump off. Turned pump on, purged line, adjusted chlorine up from 20 to 25 to shock the system
- 12-5-17 Took monthly water sample at William Donovan's Also prepared monthly report to DENR
- 12-7-17 Reservoir down 2.3' #3 pump not running but controls calling for water. Could not get #3 pump primed in. Started #2 Pump. (possible cause was partial freeze up in intake gallery) Turned on intake heater & pit blower fan.
- 12-10-17 Started #1 Pump
- 12-12-17 Took E-coli sample
- 12-13-17 Started #3 Pump. At PM Backwash found #3 pump had lost prime. Reservoir down 1.3' Primed in #3 pump (not too difficult)
- 12-21-17 Installed new filters (25 days, 782,900 gal)
- 12-22-17 7.8 degree outside. Turned on heater in Backwash Pit. Installed new turbidity meter tubing & cleaned and calibrated turbidity meters.
- 12-26-17 Took E-coli sample
- 12-27-17 Installed new 1" drain valve on #2 Harmsco Filter canister. Took 1 ½ hrs. (simple in principal, but actually quite difficult). I did not have to purchase a valve since it was a spare one we had.

1,021,062 gallons pumped in December

Dwight did not work any days in December.

Auto controls are working great.

Did not get the water line dig area seeded (Sage construction water line repair from last November); the work will be completed early next spring.

There will be several new water customer sign-ups in January 2018; we already are aware of 3 new owners.

Scot stated there is a leak of around 30-35K per day that appears to be in the Big Piney Rd area. It appears to have started around January 5. If Scot is unable to pin point the area, he will be calling Rural Water later the week of January 8 to help pinpoint the leak. Scot is going to do a Call Multiplier to notify the membership about the problem. Scot has a lot of extra water testing to complete this year (around \$1,700). E-coli samples are going to be taken January 9.

Operator/Manager Job Description: Scot provided a copy of the first draft Job Description for the Manager/Operator position. The Board discussed whether Dwight would work more than 6 days per month. Rick made motion to increase the number of days from 6 to 8 without a penalty to Scot's salary. Ron seconded. Motion carried unanimously.

Bookkeeper's Report: Craig made a motion to approve the Treasurer's Report; Rick seconded. Motion carried unanimously. There was discussion concerning Sage's Invoice. Some members thought they remembered the estimate to be closer to a \$3,000 cost; no mention of the amount was found in previous minutes. Craig made a motion, he would speak with Alan about the breakout of expenses, if he was satisfied that the invoice was appropriate, Larry would pay the \$6,519.37 invoice; Ron seconded. Motion passed unanimously.

Craig made motion to reimburse the following Staff expenses: Scot (\$40.71 Pump House Supplies & Operator certification) & Dwight (\$12 Operator certification), Ron seconded motion. Motion passed unanimously.

Minutes: The December 11 minutes were reviewed. Ron made motion to approve the minutes; Craig seconded. Minutes were approved unanimously.

Old Business:

Randy mentioned that Larry was paid the \$35 for transcribing the December minutes even though he did not perform the task; the \$35 will be deducted from costs for converting to Quick Books after Larry has completed the task. Larry was gone most of December and the first four days of January and has not made any progress on conversion to Quick Books.

Shed Pricing: The dimensions for storage units are 8' X 10' X 40' (\$4250 plus \$100 delivery). A residential building permit needs to be acquired from the county for either a storage unit or a shed. Rick believes the permit will be less than \$100. Rick & Ron will measure the site and report at the February Board meeting.

Shelving for the safe is completed. Penny will help sort and decide what needs to be retained.

New Business:

Ron mentioned a potential subdivision near the Evergreen subdivision. Randy stated that HMWI does not have the necessary structure to service a subdivision.

Being no further business, Rick made a motion to adjourn; seconded by Craig. Meeting adjourned at 7:40 PM

The next regular board meeting will be 6:30 PM, Monday, February 12, 2018 same place.
Respectfully submitted,

Larry Deibert
Transcriber