

MT. SHERMAN WATER ASSOCIATION
P.O. BOX 356
JASPER, AR 72641

BOARD OF DIRECTOR'S MEETING
MONDAY, FEBRUARY 11TH 2008
5:30 P.M.

Dear Directors:

Enclosed please find the transaction report, board minutes, and director's report for the billing month of January 2008.

There were several mistakes made in the meter reading this month.

One meter was pulled for non payment (Anna Williams) service has since been reinstated.

Emma Keys had a huge water leak resulting in a \$348.62 bill. Selling water at cost will lower her bill to \$265.72. She feels this amount will be impossible to pay. I am expecting a letter from Ms. Keys at the board meeting that will explain her situation better.

If you have any questions before the meeting please feel free to give me a call.

Thank You,

Kam

Karen Edgmon
Billing Clerk
Mt. Sherman Water Association

Transaction Report

1/1/08 Through 1/31/08

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Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 12/31/07				29,662.95
1/4/08	DEP			Water Sales		280.20
1/4/08	DEP			Water Sales		344.75
1/4/08	3808	Jasper Post Office	BOX RENT	Postage and Delivery		-40.00
1/4/08	3809	First National Bank/Green F...	money market account	Savings		-5,000.00
1/8/08	DEP			Water Sales		2,364.21
1/11/08	DEP			Water Sales		1,954.27
1/15/08	DEP			Water Sales		677.97
1/15/08	EFT	F H A		Loan		-1,020.00
1/16/08	EFT	Bank Charges	Anna Williams	Return Item		-107.50
1/17/08	DEP			Water Sales		1,052.68
1/17/08	3779	Dwyer Instruments	pressure switch	Maintenance		-474.97
1/17/08	3780	Tanner Hardware	space heaters	Maintenance		-103.72
1/17/08	3810	Karen Edgmon	mileage 31.39	Contract Labor		-1,012.89
1/17/08	3811	Karen Edgmon		Rent		-60.00
1/18/08	EFT	Bank Charges	Janice Reynolds	Return Item		-28.57
1/18/08	3781	Dept. Of Finance & Adm.		Sales Tax		-574.00
1/23/08	EFT	Tri Co. Telephone		Utilities:Telephone		-30.00
1/23/08	EFT	Tri Co. Telephone		Utilities:Telephone		-33.50
1/23/08	3782	Ar Rural Water Association		Membership		-225.00
1/23/08	3783	Walmart	notebooks, tote, lock	Office		-49.77
1/24/08	DEP			Water Sales		2,560.38
1/25/08	EFT	Carroll Electric		Utilities:Gas & Electric		-12.08
1/25/08	EFT	Carroll Electric		Utilities:Gas & Electric		-52.15
1/25/08	EFT	Carroll Electric		Utilities:Gas & Electric		-1,085.54
1/28/08	3784	Jackie Fears	reading meters	Contract Labor		-200.00
1/28/08	3785	Tanner Hardware	pad lock	Maintenance		-13.94
1/28/08	3786	Ivan Reynolds		Contract Labor		-1,100.00
1/29/08	DEP			Water Sales		547.89
1/29/08	3787	Jasper Post Office	postage	Postage and Delivery		-119.00
1/31/08	DEP			Interest Inc		4.31
		TOTAL 1/1/08 - 1/31/08				-1,555.97
		BALANCE 1/31/08				28,106.98
		TOTAL INFLOWS				9,786.66
		TOTAL OUTFLOWS				-11,342.63
		NET TOTAL				-1,555.97

Scribe:	Odie J. Watts	
Date:	January 14, 2008	Time: 5:30 PM – 5:55 PM

Board Members:

Key	Board Member Attendees: Key: * Attended # Absent	Phone
*	Bowen, Jim – BOARD PRESIDENT	446-2171
*	Edgmon, Karen – BOOKKEEPER	861-5641
*	Lee, Koby – BOARD MEMBER	861-5158
*	Reynolds, Ivan – WATER OPERATOR	446-5352
*	Stivers, Betty – VICE PRESIDENT	446-5744
*	Szabrowicz, Ben – BOARD MEMBER	446-6007
*	Voshell, Calvin – BOARD MEMBER	446-2270
*	Watts, Odie – SECRETARY	861-5848

Customers and Guests:

Key	Board Meeting Attendees:
	No guests or customers attended the meeting.

Minutes and Business Discussions:

Agenda	Main Points, Conclusions/Discussions, Decisions
1. Call to Order	Meeting called to order by Jim Bowen, President at 5:30 P.M.
2. Meeting Minutes	The minutes from the December 2007 meeting were approved at written. Motion to approve the minutes – Koby Lee, Second by Betty Stivers. No Abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon reviewed the financial report for the period December 1st through December 31st 2007. - The new drop box for bill payments has been installed in front of the Mt. Sherman Fire Department building. The box will be used for both water bill and fire dues payments. - Received a hot check which is still outstanding however, the grace period to pick up the check has not expired as yet. - Put \$5,000 into the HiFi money market account. - Karen reported she has resigned from the Water Alliance and all files concerning and associated with the Mt. Sherman Water Association have been copied and will be maintained as part of the Mt. Sherman Water Association records. A motion was made by Koby Lee and seconded by Betty Stivers to make the Alliance records a permanent part of the Mt. Sherman Water Association records. There were not abstentions to the motion. - Received notification that the insurance company which covers the MSHA facilities will not be renewing our policy in April. Karen is in the process of locating a new insurance agency. Motion to approve the reports – Koby Lee, Second by Calvin Voshell. No Abstentions.
4. Water Operator's Report	Ivan Reynolds reviewed the Water Operator's Report: - Pulled Shirley Brazeals meter. She moved. - Installed meter for Diane Thompson who bought Vic Snyder place. - Purchased 2 space heaters for the booster pump houses. Requested information about an auto-dialer to go with the electrical upgrade. - Ordered and received 2 switches for the 2nd booster pump. Replace 1 due to wear and the other will be a spare.

Agenda	Main Points, Conclusions/Discussions, Decisions
	- Talked with prospective customers on Murray Road. Left membership applications and easement forms. Have 12 people interested and may need 3 more but see no problem as there is plenty of interest. - Karen asked for a GPS reading for a possible extension for her daughter so she can have water at their building site. - Too GPS reading from Low Gap church to Overmans. In process of making contact with all the people on that line. Also took SPS readings for the Fir Station at Low Gap for inclusion in the grant request. Motion to approve the report – Calvin Voshell, Second by Koby Lee. No Abstentions.
5. Old Business	- Action Item 41: IN WORK. Water Operator was asked to perform an inventory of all physical assets and to enter the inventory to the inventory control system. Odie Watts will work with Water Operator to get the inventory control system ready. As of 10/9/06 the inventory is complete and the software to enter the information was made available. No change in status as of March 12, 2007. Ivan has delivered the inventory to Karen. There is still some remaining information to collect. Action Item will remain open as of December 12, 2007. Action Item will remain open as of January 14, 2008 - Action Item 43: Design is finished on the booster station upgrade and cost should be available for board approval by the December, 2007 meeting. Ivan expects cost in time for January meeting. Design plans will not be ready until February 2008 meeting. - Action Item 44: Opened on November 12, 2007. Action Item is to contact the ESI engineering firm to initiate a project to extend water service to 9 or 10 potential new customers located down Murray Road off Shiloh Road. Jim Bowen will make initial contact with the engineering firm and Ivan Reynolds will work with them to get the project study underway. As of December meeting Ivan has talked to ESI, Tim May. Board has agreed to write letter accepting Tim May as the project coordinator. Action Item will remain IN WORK as of January 14, 2008. - Action Item 45: Install a drop box at the Mt. Sherman VFD for people to deposit their bill payments. As of December, box is finished and will be installed when weather permits. Board approved an additional \$75 to be paid for the box. The box is installed and the Action Item is closed as of January 14, 2008. - Action Item 46: Karen Edgmon will write a letter to ESI accepting them as the project engineers for the Murray Road and Low Gap projects. The letter has been delivered and the Action Item is closed as of January 14, 2008.
6. New Business	Karen Edgmon has resigned from the Water Alliance and all records pertaining to MSWA have been entered into the permanent records of MSWA.
7. Adjournment	Meeting adjourned at 5:55 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for February 11, 2008 at 5:30 PM at the Mt. Sherman Volunteer Fire Department main station.

Action Items for Discussion and Update at Next Meeting:

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI 41	9/11/06	Water Operator was asked to perform an inventory of all physical assets and to enter the inventory to the inventory control system. Odie Watts will work with Water Operator to get the inventory control system ready.	Ivan Reynolds and Odie Watts	10/9/06	IN WORK
AI 43	4/9/07	Ivan will contact an electrician to determine the cost of updating the control panel at the booster pump station.	Ivan Reynolds	5/14/07	IN WORK

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI 44	11/12/07	Jim Bowen and Ivan Reynolds will contact and work with the ESI Engineering firm to initiate a study for extending water to 9 or 10 potentially new customers down the Murray Road off the Shiloh Road.	Jim Bowen and Ivan Reynolds	12/10/07	IN WORK
AI45	11/12/07	Karen Edgmon will work with vendor to have a drop box constructed and installed in front of the Mt. Sherman VFD for customers to drop off their bill payments.	Karen Edgmon	1/8/08	CLOSED
AI46	12/12/07	Karen Edgmon will write a letter to ESI accepting them as the project coordinators for the Murray Road and Low Gap projects.	Karen Edgmon	1/8/08	CLOSED

MT. SHERMAN WATER ASSOCIATION
Director's Report
For the Month of January 08
Printed: 01/30/08 21:00

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,719,500	100.0%
Water Sold to Customers	1,323,530 1,340,620	77.0%
Utility Use (fire, flushing)	0	0.0%
Water Unaccounted For (lost)	395,970 378,880	23.0% 22
Average Use Per Account	4,269	

SUMMARY BY SERVICE

	Water	Sewer	Fire Dues	Trash	Other	Sales Tax
Charges	9110.85	0.00	0.00	0.00	93.30	632.83
Average	29.39	0.00	0.00	0.00	0.30	1.71
Active	310	0	0	0	311	370
Inactive	63	373	373	373	62	3

ACCOUNTS RECEIVABLE ANALYSIS

	Amount	Accounts
Balance Due BOM (begin/Month)	9,588.44	313
Credit Balances BOM	(841.90)	20
Debit Balances BOM	10,430.34	293
Payments	9,634.13	292
Charges for Services	9,836.98	
Penalty Charges	162.46	40
Adjustments	72.96	17
Total Delinquent EOM (end/month)	464.95	9
Delinquent EOM (30-60 days)	199.84	5
Delinquent EOM (60-90 days)	81.53	2
Delinquent EOM (over 90)	183.58	2
Credit Balances EOM	(967.27)	20
Debit Balances EOM	10,993.98	295
Balance Due EOM	10,026.71	315
Disconnections	0	
Disconnected & Uncollected	0.00	
New Customers Added	0	

Checking

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Mt Sherman Water Board Mtg
Water Operators Report
Feb 11, 2008

I provided ESI with a customer list and an updated map Positioning of the lines to be extended. They will notify us When its ready. But I'll be checking on their progress.

Formatted: Indent: Left: -0.63",
First line: 0.38", Right: -0.75"

I reread some meters for Karen and talked to Emma Keys concerning the break on her side of the meter and

Explained what needed to be done to make the repair.

I changed Frank Sullivans meter due to customer complaint.

The pressure station regulator was replaced across from Ray Carleton residence. I found and fixed a leak on steel creek at the last pressure station and found a defective

Guage at the middle pressure on Steel Creek Line. I' m looking for a leak on the Steel Creek Line below the middle station. It is about 5 gallons per minute and the line is in the road but no water is coming

I received the CCR request from the Arkansa Dept of Health and filled out the Questionnaire for them to create the CCRs.

I received the quarterly Radium Notice of Maximum Contaminant Level Violation and submitted it to the Newton Count Times for our customer notification .

I Discontinued service for a bounced check.

I lowered about 100 feet of 2 inch line exposed by the County grader, behind Ricky Kilburns house and installed the 40 foot extension for Dustin Lager and set a meter for him.

Deleted: to

I also ran service for Justin Wood for his new home project.

By Ivan Reynolds, Water Operator