

MT. SHERMAN WATER ASSOCIATION
P.O. BOX 356
JASPER, AR 72641
MARCH 10TH 2008, 5:30 P.M.
BOARD OF DIRECTOR'S MEETING

March 6, 2008

Dear Directors:

Enclosed please find the director's report and board minutes for the month of February. The transaction report will be handed out at the board meeting, bank statement was not received in time to complete.

Two customers were added to the system, Dustin Lagerand Justin Woods.

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

Thank you,



Karen Edgmon
Billing Clerk
Mt. Sherman Water Association

MT. SHERMAN WATER ASSOCIATION
 Director's Report
 For the Month of February 08
 Printed: 02/29/08 21:41

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,409,300	100.0%
Water Sold to Customers	1,935,780 1,080,640	137.4%
Utility Use (fire, flushing)	0	0.0%
Water Unaccounted For (lost)	(526,480)	37.4%
Average Use Per Account	328,610 6,185	1.29 %

SUMMARY BY SERVICE

	Water	Sewer	Fire Dues	Trash	Other	Sales Tax
Charges	11807.27	0.00	0.00	0.00	93.90	820.59
Average	37.72	0.00	0.00	0.00	0.30	2.21
Active	313	0	0	0	313	371
Inactive	62	375	375	375	62	4

ACCOUNTS RECEIVABLE ANALYSIS

	Amount	Accounts
Balance Due BOM (begin/Month)	10,026.71	315
Credit Balances BOM	(967.27)	20
Debit Balances BOM	10,993.98	295
Payments	9,693.58	290
Charges for Services	12,721.76	
Penalty Charges	188.64	35
Adjustments	(188.71)	10
Total Delinquent EOM (end/month)	513.01	15
Delinquent EOM (30-60 days)	239.91	10
Delinquent EOM (60-90 days)	96.34	3
Delinquent EOM (over 90)	176.76	2
Credit Balances EOM	(1,140.10)	19
Debit Balances EOM	14,194.92	298
Balance Due EOM	13,054.82	317
Disconnections	0	
Disconnected & Uncollected	0.00	
New Customers Added	2	

Scribe:	Odie J. Watts	
Date:	February 11, 2008	Time: 5:30 PM – 5:58 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 January 2008 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 January 1st through January 31st 2008. • Disconnected Anna Williams for non-payment but reinstalled the following day after payment made good. • Received a letter from Ed Nelson about the account of Emma Keys. A leak occurred at the Keys residence which resulted in a bill of \$348.62. Mr. Nelson indicated in his letter that Emma Keys could not afford to pay the bill. Karen has written a letter to Emma Keys indicating that the MSWA would sell her the water at cost which would reduce her bill by approximately \$100. However, this amount still appears to be too much for her to pay. The Board agreed that if Emma Keys could afford to pay \$30 per month for 1 year (which would include her normal monthly bill) the remainder of her outstanding balance would be forgiven. A motion to accept this arrangement was made by Betty Stivers and 2nd by Koby Lee. Karen will write a letter to Emma Keys explaining the Board's decision. (Action Item) • Karen distributed copy of 1099-INT indicating the MSWA had accrued \$5,333.12 in interest for the year 2007 from the First National Bank. • Karen distributed a work sheet from the USDA indicting the MSWA has a loan coverage ratio of 2.66 which is well above the 1.25 required for most loans. • Karen indicated that delinquent accounts are coming down and are all being satisfactorily managed by customers with outstanding balances. • Karen indicated there were several mistakes made in the January meter readings which had to be re-read. The Board expressed concern and indicated the meter reading accuracy would be monitor closely. • Motion to approve the reports – Koby Lee, Second by Betty Stivers. No Abstentions.
4. Water	Ivan Reynolds reviewed the Water Operator's Report:

Agenda	Main Points, Conclusions/Discussions, Decisions
Operator's Report	• Provided ESI with a customer list and an updated map positioning of the lines to be extended for the Shiloh Road extension project. • Reread some meters after several mistakes were made. • Talked to Emma Keys about her leak and explained needed repairs to her. • Changed the meter at Frank Sullivan's after customer complaint. • Replace the pressure station regulator across from Ray Carleton residence. • Found and fixed a leak on Steel Creek at the last pressure station and found a defective gauge at the middle pressure on Steel Creek Line. Still looking for a leak on the Steel Creek Line below the middle station. IT is about 5 gallons per minute but no indication of leak has been found. • Received the CCR request from the Arkansas Dept. of Health and filled out the questionnaire for them to create the CCRs. • Received the quarterly Radium Notice of Maximum Contaminant Level Violation and submitted it to the Newton County Times for customer notification. • Lowered about 100 feet of 2 inch line exposed by the county grader behind Ricky Kilburn's house. • Installed the 40 foot extension for Dustin Lager and set a meter for him • Ran service to Justin Wood for his new home project. Motion to approve the report – Koby Lee, Second by Betty Stivers. 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 will remain open as of February 11, 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. No update from Electrician as of February 11, 2008 and will remain open. ▪ 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. Item will remain open as of February 11, 2008. ▪ Action Item 47: Opened on February 11, 2008. Action Item is for Karen Edgmon to write a letter to Emma Keys explaining the Board's decision about her bill (see above). Karen will also send a copy of the letter to Ed Nelson in response to his letter to the MSHA Board.
6. New Business	No new business was discussed.
7. Adjournment	Meeting adjourned at 5:58 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for March 10, 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
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 write a letter to Emma Keys explaining the Board's decision to allow her to pay \$30 a month for 1 year to reduce her bill after she experienced a leak. A copy of the letter will be sent to Ed Nelson in response to his letter to the MSWA Board on behalf of Emma Keys.	Karen Edgmon	3/10/08	OPEN

Transaction Report

2/1/08 Through 2/29/08

Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 1/31/08				28,106.98
2/1/08	DEP			Water Sales		131.98
2/5/08	DEP			Water Sales		894.67
2/5/08	3788	Bank Of The Ozarks	safe deposit rent	Misc		-27.00
2/5/08	3789	Carolyn Boswell		Refund Of Meter Deposit		-75.00
2/5/08	3790	Karen Edgmon		Contract Labor		-981.50
2/5/08	3791	Karen Edgmon		Rent		-60.00
2/5/08	3792	Shirley Braswell		Refund Of Meter Deposit		-75.00
2/7/08	DEP			[Meter Deposit]		150.00
2/7/08	DEP			Installation		520.00
2/7/08	DEP			Water Sales		1,358.70
2/13/08	DEP			Water Sales		1,966.12
2/14/08	3793	Arkansas One Call	annual	Dues and Subscriptions		-136.80
2/15/08	EFT	F H A		Loan		-1,020.00
2/19/08	DEP			Water Sales		1,397.56
2/19/08	3794	Dept. Of Finance & Adm.		Sales Tax		-560.00
2/21/08	DEP			Water Sales		1,261.17
2/22/08				Water Sales		1,693.69
2/25/08	EFT	Tri Co. Telephone		Utilities:Telephone		-29.45
2/25/08	EFT	Tri Co. Telephone		Utilities:Telephone		-33.50
2/26/08	DEP			Utilities:Telephone		874.19
2/26/08	EFT	Carroll Electric		Utilities:Gas & Electric		-30.89
2/26/08	EFT	Carroll Electric		Utilities:Gas & Electric		-68.64
2/26/08	EFT	Carroll Electric		Utilities:Gas & Electric		-1,255.92
2/26/08	3795	CNA Surety	bookkeeper bond	Insurance		-170.10
2/27/08	3796	Jasper Post Office	postage	Postage and Delivery		-287.00
2/29/08	DEP	Interest		Interest Inc		-2.58
2/29/08	3797	Jackie Fears	reading meters	Contract Labor		-200.00
2/29/08	3798	Ivan Reynolds		Contract Labor		-1,100.00
		TOTAL 2/1/08 - 2/29/08				4,134.70
		BALANCE 2/29/08				32,241.68
		TOTAL INFLOWS				10,248.08
		TOTAL OUTFLOWS				-6,113.38
		NET TOTAL				4,134.70