

MT. SHERMAN WATER ASSOCIATION
P.O. BOX 356
JASPER, AR 72641
BOARD OF DIRECTOR'S MEETING
MONDAY, DECEMBER 8TH 2008
5:30 P.M.

December 5, 2008

Dear Directors:

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

If you have any questions 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 November 08
Printed: 12/01/08 19:14

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,867,100	100.0%
Water Sold to Customers	1,390,150	74.5%
Utility Use (fire, flushing)	0	0.0%
Water Unaccounted For (lost)	476,950	25.5%
Average Use Per Account	4,372	

SUMMARY BY SERVICE

	Water	Sewer	Fire Dues	Trash	Other	Sales Tax
Charges	9364.50	0.00	0.00	0.00	95.10	645.61
Average	29.45	0.00	0.00	0.00	0.30	1.74
Active	318	0	0	0	317	372
Inactive	58	376	376	376	59	4

ACCOUNTS RECEIVABLE ANALYSIS

	Amount	Accounts
Balance Due BOM (begin/Month)	11,219.96	321
Credit Balances BOM	(748.44)	16
Debit Balances BOM	11,968.40	305
Payments	10,275.74	294
Charges for Services	10,105.21	
Penalty Charges	253.49	38
Adjustments	(169.50)	5
Total Delinquent EOM (end/month)	978.62	25
Delinquent EOM (30-60 days)	596.52	18
Delinquent EOM (60-90 days)	137.58	4
Delinquent EOM (over 90)	244.52	3
Credit Balances EOM	(978.59)	14
Debit Balances EOM	12,112.01	307
Balance Due EOM	11,133.42	321
Disconnections	0	
Disconnected & Uncollected	0.00	
New Customers Added	0	

Transaction Report

11/1/08 Through 11/30/08

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 10/31/08						15,785.61
11/7/08	DEP			Water Sales		2,400.98
11/17/08	DEP			Water Sales		1,993.83
11/17/08	EFT	F H A		Loan		-1,020.00
11/18/08	3905	Jackie Fears	reading meters	Maintenance		-75.00
11/18/08	3906	Dept. Of Finance & Adm.		Sales Tax		-876.00
11/19/08	DEP			Water Sales		1,759.70
11/20/08	DEP			Water Sales		1,473.95
11/25/08	DEP			Water Sales		2,208.52
11/26/08	EFT	Carroll Electric		Utilities:Gas & Electric		-11.79
11/26/08	EFT	Carroll Electric		Utilities:Gas & Electric		-95.11
11/26/08	EFT	Carroll Electric		Utilities:Gas & Electric		-1,565.79
11/26/08	EFT	Tri Co. Telephone		Utilities:Telephone		-33.50
11/26/08	EFT	Tri Co. Telephone		Utilities:Telephone		-34.32
11/26/08	3907	Jackie Fears	reading meters	Contract Labor		-200.00
11/26/08	3908	Karen Edgmon		Contract Labor		-981.50
11/26/08	3909	Karen Edgmon		Rent		-75.00
11/26/08	3910	Ivan Reynolds		Contract Labor		-1,100.00
11/26/08	3911	Ivan Reynolds		Maintenance		-35.00
11/30/08	DEP			Interest Inc		1.52
TOTAL 11/1/08 - 11/30/08						3,735.49
BALANCE 11/30/08						19,521.10
TOTAL INFLOWS						9,838.50
TOTAL OUTFLOWS						-6,103.01
NET TOTAL						3,735.49

Scribe:	Odie J. Watts	
Date:	November 10, 2008	Time: 5:23 PM – 5:44 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 Customers or Guests 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 5:23 P.M.
2. Meeting Minutes	The minutes from the October 13, 2008 meeting were approved at written. The minutes were accepted with no abstentions. Motion to approve the minutes – Betty Stivers, Second by Ben Szabrowicz. No Abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon was unable to attend the meeting however she left the Transaction Report and other materials for the Board to review. The Transaction Report for the period October 1 through October 31, 2008 was reviewed by the Board with no notable comments. - The Annual Budget document for the U.S. Department of Agriculture (FHA) was reviewed and approved. The Budget document was signed by the President and Secretary on October 23, 2008 and forwarded to the appropriate agency. - The latest minutes from the Ozark Mountain Regional Public Water Authority September 18, 2008 meeting were distributed for the Board's information. - Joyce Schultz had a high water usage, meter is correct. Ivan has double checked and we agreed to sell the water at cost. Motion to approve the reports – Calvin Voshell, Second by Betty Stivers. No Abstentions.
4. Water Operator's Report	Ivan Reynolds reviewed the Water Operator's Report: - Reread several meters for Karen - Alicia Edgmon's water line has been installed. The line has been disinfected and construction sample has been sent. Another sample will be send this week. Bled the line once and will bleed it again before she uses the water. The labor on Alicias's line will not qualify for reimbursement. The cost of the materials which are reimbursable amounted to \$2,931.00. - The Low Gap Extension has been passes by the Health Department and an additional hookup on the line is possible. Hope to start on the Pressure Station and water line in the next few weeks. - The Lane Western Rep was to be here last Thursday to look at our well but

Agenda	Main Points, Conclusions/Discussions, Decisions
	canceled and will reschedule as soon as possible. Received 5 chlorine cylinders and sent 5 empties back to Little Rock company.
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. Work is progressing as of March 10, item to remain open. Item will remain open as of August 11, 2008. The Board requested Karen to bring in our insurance policy to see if we could determine the value of our physical assets so the work on the inventory can be finalized. No change in status as of November 10, 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. As of March 10, 2008 information should be arriving within the week and be presented at April meeting. No cost estimate has been received so item will remain open as of August 11, 2008. Since there has been nothing received in the way of estimates for this work the Board asked Ivan to contact a different vendor. No change in status as of November 10, 2008. - Action Item 45: Opened on April 14, 2008 and assigned to Ivan Reynolds. Ivan will contact ESI to see if there were any cost reduction options and/or alternate grant funding sources for the Murray Road and Low Gap extension projects. At the moment, based on the latest ESI report and cost estimates, the projects will not be cost effective. As of May 12, 2008 Ivan has talked to Laverty's office and the paper work will be sent from ESI for signature and a cover letter for the grant agencies. Tim Mays will send copies to Jim Bowen. Item will remain open as of August 11, 2008. ESI indicated to Ivan that they are approximately 70% complete with the design work. See above comments from the Water Operator's Report. The Low Gap project is at the Health Department for review. As of November 10 the extension has been approved. The Shiloh Extension project will be started but will be revisited in December, 2008 once the grant money has been distributed. - Action Item 46: Ivan will contact a vendor to determine the cost of pulling the pump from well #1 and having it rebuilt. As of July 14, 2008 Ivan has talked to Lane Western Representative about doing the work. As of August 11, 2008 there has been no progress on the estimate. As of November 10, 2008 contact has been made with the vendor but the vendor has not visited the wells to offer any cost figures.
6. New Business	Odie Watts indicated that a better way needs to be found to attach the barcode labels to the meters. He has found a metal barcode label and the Board agreed to purchase them. The cost of the labels are \$78.45 per hundred. The order will be placed for 750 of these labels.
7. Adjournment	Meeting adjourned at 5:44 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for December 8, 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
AI46	4/14/08	Ivan will get back to ESI to look at other sources of grants to fund the Murray Road and Low Gap extensions and to determine if there are any cost reduction avenues open that might make the project more cost effective.	Ivan Reynolds	5/12/08	IN WORK
AI47	6/9/08	Ivan will contact a vendor to determine the cost of pulling the pump from well #1 and having it rebuilt.	Ivan Reynolds	7/14/08	IN WORK
AI48	11/8/08	Odie Watts will work with a vendor to supply metal barcode labels to attach to the meter boxes before the camera system is implemented.	Odie Watts	12/8/08	OPEN

Mt Sherman Board Meeting
Nov 10,2008
Water Operators Report

I reread several meters for Karen. Alicia Edgemon's water line has been Installed. The water line has been disinfected And I have sent in one construction sample and Will send one more this week. I bled the line last Week and will bleed it again before she uses the Water. Also the construction samples must pass. The labor on Alicia's line will not qualify for Reimbursement. The Low Gap Extension has been passed by the Health Department and I'm working with an additional residential hookup. I hope to start on the Pressure Station and water line in the next few weeks.

The Lane Western Rep was to be here last Thursday to look at our well's but canceled and will Reschedule as soon as possible.

I received five chlorine cylinders and sent five empties back to the Little Rock company.

Water Operators Report
by IVAN
REYNOLDS