

MT. SHERMAN WATER ASSOCIATION
P.O. BOX 356
JASPER, AR 72641
(870) 861-5580

BOARD OF DIRECTOR'S MEETING
THURSDAY, JANUARY 22ND 2009
5:30 P.M.

Dear Directors:

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

Three water meters had to be adjusted due to being misread.

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

Transaction Report

12/1/08 Through 12/31/08

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 11/30/08						19,521.10
12/1/08	3912	Jasper Post Office	postage	Postage and Delivery		-36.60
12/2/08	DEP			Water Sales		438.76
12/2/08	3913	River Valley Win Works		Maintenance		-6,222.25
12/8/08	DEP			Water Sales		1,188.12
12/8/08	3914	Mt. Sherman Fire Dept.		Dues and Subscriptions		-25.00
12/9/08	DEP			Water Sales		633.53
12/10/08	3915	Fabri Clean Supply		Maintenance		-1,399.10
12/11/08	DEP			Water Sales		1,629.63
12/17/08	DEP		Candle	Installation		260.00
12/17/08	DEP			Water Sales		2,584.70
12/17/08	3916	Newton County Times		Public Notice		-72.00
12/17/08	3917	Karen Edgmon		Contract Labor		-981.50
12/17/08	3918	Karen Edgmon		Rent		-75.00
12/18/08	3919	Dept. Of Finance & Adm.		Sales Tax		-608.00
12/18/08	3920	Mt. Sherman Fire Dept.		Dues and Subscriptions		-25.00
12/23/08	DEP			Water Sales		2,905.56
12/23/08	3921	L M S	water bill forms	Supplies, Bus		-213.10
12/30/08	DEP			Water Sales		913.82
12/30/08	3922	Jackie Fears	reading meters	Contract Labor		-200.00
12/30/08	3923	Jackie Fears	reading meters	Maintenance		-75.00
12/30/08	3924	Ivan Reynolds		Contract Labor		-1,100.00
12/30/08	3925	Ivan Reynolds		Maintenance		-35.00
12/30/08	3926	Jasper Post Office	postage	Postage and Delivery		-125.00
12/31/08	3927	Walmart	binders, tote	Office		-40.27
12/31/08	3928	Ar Rural Water Association		Membership		-250.00
12/31/08	3929	Jasper Post Office	box rent	Postage and Delivery		-42.00
TOTAL 12/1/08 - 12/31/08						-970.70
BALANCE 12/31/08						18,550.40
TOTAL INFLOWS						10,554.12
TOTAL OUTFLOWS						-11,524.82
NET TOTAL						-970.70

Scribe:	Odie J. Watts	
Date:	December 8, 2008	Time: 5:22 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 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 5:22 P.M.
2. Meeting Minutes	The minutes from the November 10, 2008 meeting were approved at written. The minutes were accepted with no abstentions. Motion to approve the minutes – Calvin Voshell, Second by Koby Lee. No Abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon presented the Financial report for the period November 1, 2008 through November 30, 2008. There were no notable comments concerning the report. - Delinquent accounts are being managed with minimal past due. - Water loss rate still high at 25.5%. Motion to approve the reports – Calvin Voshell, Second by Koby Lee. 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 samples came back safe and she now has potable water. - Still searching for water leaks. - The Murray Extension is on the agenda for the Arkansas Natural resources this week. They will give us a \$140,000 grant provided the MSWA takes out a loan of \$40,000 at 5% interest. Repayment comes to \$215.00 per month and 11 customers on the line with a \$20.00 surcharge can repay the loan. The total amount the MSWA will receive is \$180,000 but the loan must be used first before the grant money will be issued. Thanks goes to Senator Lavery for going to bat for the MSWA to receive this grant. The commission will need an answer as to whether or not the MSWA will assume the \$40,000 loan by 12/9/08. The issue was presented to the Board and the decision was made to assume the loan of \$40,000 and begin the project. After the project is completed the customers on the new extension line will pay a normal water bill based on usage and will also incur a \$20 per month surcharge until the loan is paid in full. The motion was made by Odie Watts to approve the loan and the motion was seconded by Calvin Voshell with no abstentions from the Board members.

Agenda	Main Points, Conclusions/Discussions, Decisions
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. No change in status as of 12/8/08. ▪ 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. No change in status as of 12/8/08. ▪ 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 Laverly'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. As of 12/8/08 the Board approved assuming a \$40,000 loan in order to get the grant of \$140,000 to complete the Murray Extension. See the comments above under Water Operator's Report ▪ 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. No change in status as of 12/8/08. ▪ Action Item 48: Opened 11/10/08 for Odie Watts to work with a barcode vendor to obtain metal barcode labels for the meters to support the camera project.
6. New Business	• Odie Watts indicated that the proof set for the metal barcode labels should arrive soon for approval before the labels are actually produced.
7. Adjournment	Meeting adjourned at 5:55 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for January 12, 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 WATER ASSOCIATION
 Director's Report
 For the Month of December 08
 Printed: 01/01/09 13:39

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	2,141,700	100.0%
Water Sold to Customers	1,068,022	49.9%
Utility Use(fire,flushing)	0	0.0%
Water Unaccounted For(lost)	1,073,678	50.1%
Average Use Per Account	3,369	

SUMMARY BY SERVICE

	Water	Sewer	Fire Dues	Trash	Other	Sales Tax
Charges	7997.75	0.00	0.00	0.00	94.80	553.90
Average	25.23	0.00	0.00	0.00	0.30	1.48
Active	317	0	0	0	316	374
Inactive	61	378	378	378	62	4

ACCOUNTS RECEIVABLE ANALYSIS

	Amount	Accounts
Balance Due BOM (begin/Month)	11,133.42	321
Credit Balances BOM	(978.59)	14
Debit Balances BOM	12,112.01	307
Payments	9,865.36	286
Charges for Services	8,646.45	
Penalty Charges	282.03	45
Adjustments	(458.04)	11
Total Delinquent EOM (end/month)	1,189.22	23
Delinquent EOM (30-60 days)	547.82	11
Delinquent EOM (60-90 days)	391.03	9
Delinquent EOM (over 90)	250.37	3
Credit Balances EOM	(1,253.84)	17
Debit Balances EOM	10,992.34	303
Balance Due EOM	9,738.50	320
Disconnections	3	
Disconnected & Uncollected	0.00	
New Customers Added	2	

Mt Sherman Water Board Meeting
January 22, 2009
Water Operators Report

I changed out old meters for new at Clinton Daniels, Atkinsons and the corner of Walker Mtn Rd.

I replaced the meter setter and box at Clinton Daniels And he put in his own shut off and box so he can make Repairs as necessary.

I topped off the tank at Shiloh and the neighbors could smell the sulfur. That gives us added protection.

I found and fixed a leak on the booster pump line to Shiloh.

I found a leak by the Pressure Reducing Station at Low Gap by the Cemetary. I moved the station back five foot for easier maintenance in the future. Also upgraded the Station from 36 inches to five foot to be able to have enough room to work inside. I added an observation meter Setup and three new valves to be able to isolate the station for maintenance without turning off the water.

The number two booster pump lost a stage and had to be Rebuilt which is still in the works waiting for repair parts to arrive. I also bought two booster pumps for Booster Station number two due to the need for redundancy and the Difficulty of acquiring parts.

The leak repairs have reduced our losses considerably and we are pumping close to normal.

By Ivan Reynolds, Water Operator