

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

BOARD OF DIRECTOR'S MEETING
MONDAY, AUGUST 10TH 2009
5:30 P.M.

Dear Directors:

Enclosed please find the July register report, director's report and board minutes.

If you have any questions before the meeting please feel free to contact me.

Thank You,



Karen Edgmon
Billing Clerk
Mt. Sherman Water Association

Register Report

7/1/09 Through 7/31/09

Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 6/30/09				5,039.19
7/2/09	DEP			Water Sales		1,302.81
7/9/09	DEP			Water Sales		2,012.12
7/10/09	4007	Karen Edgmon		Contract Labor		-981.50
7/10/09	4008	Karen Edgmon		Rent		-75.00
7/10/09	4009	Jasper Post Office		Postage and Delivery		-128.00
7/15/09	DEP			Water Sales		1,602.95
7/15/09	EFT	F H A		Loan		-1,020.00
7/15/09	4010	Lauren Edgmon		Printing and Reproduction		-40.00
7/15/09	4011	Dept. Of Finance & Adm.		Sales Tax		-589.00
7/15/09	4012	Home Depot		Maintenance		-122.41
7/20/09	DEP			Water Sales		2,029.17
7/20/09	4013	CNA Surety	board members	Insurance		-100.00
7/20/09	4014	Tanner Hardware		Maintenance		-251.02
7/20/09	4015	Leslie Daniels	meter reader	Contract Labor		-200.00
7/20/09	4016	Leslie Daniels	meter reader	Maintenance		-75.00
7/20/09	4017	Ivan Reynolds	water operator	Contract Labor		-1,100.00
7/20/09	4018	Ivan Reynolds	water operator	Maintenance		-35.00
7/21/09	DEP			Water Sales		1,213.40
7/22/09	EFT	Tri Co. Telephone		Utilities:Telephone		-33.60
7/22/09	EFT	Tri Co. Telephone		Utilities:Telephone		-37.90
7/24/09	DEP			Water Sales		2,455.26
7/24/09	EFT	Carroll Electric		Utilities:Gas & Electric		-1,473.47
7/24/09	EFT	Carroll Electric		Utilities:Gas & Electric		-14.64
7/24/09	EFT	Carroll Electric		Utilities:Gas & Electric		-61.47
7/27/09	4019	Jim Culver	mowing pump house	Contract Labor		-100.00
7/27/09	4020	Aulds Electric		Maintenance		-100.00
7/27/09	4021	Red Rock Construction		Contract Labor		-560.00
7/28/09	DEP			Water Sales		135.00
7/29/09	4022	Sunshine Villines		Refund Of Meter Deposit		-75.00
		TOTAL 7/1/09 - 7/31/09				3,577.70
		BALANCE 7/31/09				8,616.89
		TOTAL INFLOWS				10,750.71
		TOTAL OUTFLOWS				-7,173.01
		NET TOTAL				3,577.70

MT. SHERMAN WATER ASSOCIATION
Director's Report
For the Month of July 09
Printed: 07/27/09 20:58

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	2,010,900	100.0%
Water Sold to Customers	1,826,244	90.8%
Utility Use(fire,flushing)	0	0.0%
Water Unaccounted For(lost)	184,656	9.2%
Average Use Per Account	5,743	

SUMMARY BY SERVICE

	Water	Sewer	Fire Dues	Trash	Other	Sales Tax
Charges	11254.25	0.00	0.00	0.00	95.10	770.14
Average	35.39	0.00	0.00	0.00	0.30	2.04
Active	318	0	0	0	317	377
Inactive	63	381	381	381	64	4

ACCOUNTS RECEIVABLE ANALYSIS

	Amount	Accounts
Balance Due BOM (begin/Month)	12,074.09	323
Credit Balances BOM	(967.82)	17
Debit Balances BOM	13,041.91	306
Payments	10,750.71	293
Charges for Services	12,119.49	
Penalty Charges	272.41	37
Adjustments	(45.14)	3
Total Delinquent EOM (end/month)	1,332.48	25
Delinquent EOM (30-60 days)	440.63	11
Delinquent EOM (60-90 days)	242.76	8
Delinquent EOM (over 90)	649.09	6
Credit Balances EOM	(959.00)	17
Debit Balances EOM	14,629.14	306
Balance Due EOM	13,670.14	323
Disconnections	0	
Disconnected & Uncollected	0.00	
New Customers Added	0	

Scribe:	Odie J. Watts	
Date:	July 14, 2009	Time: 5:26 PM – 5:59 PM

Board Members:

Key	Board Member Attendees: Key: * Attended, # Absent	Phone
*	Bowen, Jim – BOARD PRESIDENT	446-2171
*	Edgmon, Karen – CHIEF FINANCIAL OFFICER	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 / TREASURER	861-5848

Customers and Guests:

Key	Board Meeting Attendees:
	Carol Clark attended the meeting to express her concerns about the boil order alerting process. She indicated that she was not notified that a boil order was in effect. The board discuss ways to improve the notification process including re-visiting the phone tree that is currently in effect. She indicated that putting the notice on the radio, as is currently done, does not get to everyone. She indicated that she would volunteer to be on the phone tree as a primary contact. The board agreed to re-visit the boil order notification process. Carol also brought to the meeting documents from the internet which indicate that water softeners are a good way to reduce the radium levels in the water. She requested the board publicize this to our customers. Finally, Carol expressed a desire for the board to notify customers to check their pressure valves as these units need to be replaced periodically as they tend to fail with age.

Minutes and Business Discussions:

Agenda	Main Points, Conclusions/Discussions, Decisions
1. Call to Order	Meeting was called to order by Jim Bowen, President at 5:26 P.M.
2. Meeting Minutes	There was no meeting of the MSWA in June although the financial reports were distributed to the board members. The meeting for July, 2009 was originally scheduled for July 13th but was rescheduled for July 14th. The minutes from the May 11, 2009 meeting were approved at written. The minutes were accepted with no abstentions. Motion to approve the minutes – Calvin Voshell, Second by Ben Szabrowicz. No Abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon presented the Financial report for the period May 1 through May 31, 2009 along with the report for the period June 1 through June 30, 2009. • There were no notable comments made concerning the report. • Noted that the new meter readers were working out fine and looking forward to putting the camera system in place. • Noted the transactions to Wal-Mart for office materials. • Noted that she paid the invoice for the recent pump rebuild. Karen indicated that the meter reader has request the board approve the purchase of a small weed eater. Motion was made by Odie Watts for the purchase and was seconded by Ben Szabrowicz (Action Item).

Agenda	Main Points, Conclusions/Discussions, Decisions
4. Water Operator's Report	Motion to approve the reports – Calvin Voshell, Second by Koby Lee. No Abstentions. Ivan Reynolds reviewed the Water Operator's Report for the month of June, 2009. No report was presented for the month of May, 2009: • Water leak on Shiloh emptied tank. At the same time a blown fuse caused the Mt. Sherman tank to empty. Currently working on plans to replace the fuse box to prevent future occurrences. • Installed meter for Jennifer Lewis. Installed new services for Daniel Raines and Kevin Hamey on the Low Gap line. • Murray Line extension is with the Dept of Health awaiting their approval • County clean up crew broke Randy Spencer's line and the meter box. Replace the box. • Found leak at top of Mt. Sherman pressure station and installed a 4" valve and now waiting on parts to rebuild station. Bled water lines after repairs. • Stopped leak at Bill Coleman meter. He said his bill showed 19000 gallons and had already used about 10000 gallons by the time leak was discovered. • Currently experiencing high water usage and will be checking closer for any leaks. High usage is common for this time of year. Motion to approve the report was made by Koby Lee and Seconded by Betty Stivers. No abstentions.
5. Old Business	▪ 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. No change in status as of 1/22/09. No change in status as of 2/9/09. No change in status as of 3/23/09. No change in status as of 4/13/09. No change in status as of 5/11/09. As of 7/14/09 contact has been made with a vendor who will evaluate the upgrade and provide estimates. ▪ Action Item 46: Opened on May 12, 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 Lavery'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. Item will remain open as of 1/22/09. Item will remain open as of 2/9/09. Item will remain open - see water operator's report of 3/23/09. Item will remain open – see water operator's report of 4/13/09. As of 5/11/09 reports have been made to the Arkansas Health Department and are waiting on response. As of 7/14/09 the samples are at the Arkansas Health Department and awaiting the results. ▪ Action Item 49: Opened on 3/9/09 for Ivan Reynolds to contact propane suppliers for cost of propane tank to be placed at the pumping stations. He will also contact sources for generator and electrical switching equipment for the pumping stations. As of 4/13/09 the item will remain open. As of 5/11/09 no change in status. As of

Agenda	Main Points, Conclusions/Discussions, Decisions
	7/14/09 this action item will be placed IN HOLD status as the decision to purchase the generator is still being discussed. - Action Item 50: Opened on 7/14/09 for Ivan Reynolds to take steps to get the pump repaired that was pulled from well #1. - Action Item 51: Opened on 7/14/09 for Karen Edgmon to notify customers of the need to periodically check their pressure regulators. These items should be replaced periodically to prevent over pressure conditions that may damage plumbing. - Action Item 52: Opened on 7/14/09 for Karen Edgmon to purchase a small weed eaters for use by the meter readers.
6. New Business	Jim Bowen requested the Board consider changing the Karen Edgmon's job title from Bookkeeper to Financial Officer and to change Odie Watts' job title from Secretary to Secretary / Treasurer. A motion was made by Odie Watts to change the job titles and was seconded by Ben Szabrowicz. There were no abstentions
7. Adjournment	Meeting adjourned at 5:59 P.M. The Board remained for executive session.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for August 10, 2009 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 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
AI49	2/9/09	Ivan will contact propane suppliers for cost of tank to be placed at the pumping stations. He will also contact sources for generator and electrical switching equipment for the pumping stations.	Ivan Reynolds	3/9/09	IN WORK
AI50	7/14/09	Ivan will proceed with steps to get the pump from well #1 overhauled and put in spare status.	Ivan Reynolds	8/10/09	OPEN
AI51	7/14/09	Karen Edgmon will notify customers of the need to periodically check their pressure regulators. These items should be replaced periodically to prevent over pressure conditions that may damage plumbing.	Karen Edgmon	8/10/09	OPEN
AI52	7/14/09	Karen Edgmon will purchase a small weed eaters for use by the meter readers.	Karen Edgmon	8/10/09	OPEN

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI53	7/14/09	Odie Watts will begin training meter readers on the use of the camera system.	Odie Watts	8/10/09	OPEN

Mt Sherman Water Assoc.
Water Board Mtg Aug 10, 2009
Water Operators Report

I received a shut off notice for Lowery Hill for the 12th Of August. They are moving.

I checked for a water leak at Dusty Traywicks due to low pressure and found that the problem was on their side.

I topped off the tank on Shiloh to prevent taste and odor Problems, 18,000 gallons.

I checked for a leak at the old Ward Brasel place and Determined it was pond overflow.

Received a shipment of 5 Chlorine Cylinders.

I bled lines at Junior Proctors, Nelms. Szabrowicz's and Kelloggs.

Larry Fowlers Pressure Regulator failed, it had operated Passed its normal life expectancy.

Harvey Gash called with low pressure and by the time I arrived 15 minutes later he had discovered the problem to be On his side of the meter.

I'm almost ready to ship the pump in for repair for Well Number one.

We lost a customer due to fire, the Diana Light foot house next to Ricky Kilburn burned down.

I'm finishing up the Lead and Copper sample Survey and Sending it in this week.

By Ivan Reynolds, Water Operator