May 2010

MT. SHERMAN WATER ASSOCIATION

P.O. BOX 356

JASPER, AR 72641

BOARD OF DIRECTOR'S MEETING

MONDAY, JUNE 14, 2010

5:30 P.M.

Dear Directors:

Enclosed please find the director's report and board minutes for April and May. Transaction report will be handed out at the meeting.

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

Thank You,

Karen

Karen Edgmon

# MT. SHERMAN WATER ASSOCIATION
Director's Report
For the Month of May 10
Printed: 06/03/10 11:13

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## DISTRIBUTION EFFICIENCY SUMMARY

| | Gallons | Percent |
|---|---|---|
| Water Supplied to System | 1,172,500 | 100.0% |
| Water Sold to Customers | 1,254,650 | 107.0% |
| Utility Use(fire,flushing) | 0 | 0.0% |
| Water Unaccounted For(lost) | (82,150) | -7.0% |
| Average Use Per Account | 3,933 | |

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## SUMMARY BY SERVICE

| | Water | Sewer | Fire Dues | Trash | Other | Sales Tax |
|---|---|---|---|---|---|---|
| Charges | 8760.78 | 0.00 | 0.00 | 0.00 | 95.40 | 630.97 |
| Average | 27.46 | 0.00 | 0.00 | 0.00 | 0.30 | 1.91 |
| Active | 319 | 0 | 0 | 0 | 318 | 330 |
| Inactive | 15 | 334 | 334 | 334 | 16 | 4 |

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## ACCOUNTS RECEIVABLE ANALYSIS

| | Amount | Accounts |
|---|---|---|
| Balance Due BOM (begin/Month) | 11,972.92 | 321 |
| Credit Balances BOM | (1,168.94) | 24 |
| Debit Balances BOM | 13,141.86 | 297 |
| Payments | 9,311.48 | 280 |
| Charges for Services | 9,487.15 | |
| Penalty Charges | 441.68 | 42 |
| Adjustments | (138.79) | 3 |
| Total Delinquent EOM (end/month) | 2,937.01 | 34 |
| Delinquent EOM (30-60 days) | 698.70 | 20 |
| Delinquent EOM (60-90 days) | 1,557.25 | 9 |
| Delinquent EOM (over 90) | 681.06 | 5 |
| Credit Balances EOM | (1,155.39) | 25 |
| Debit Balances EOM | 13,606.87 | 298 |
| Balance Due EOM | 12,451.48 | 323 |
| Disconnections | 0 | |
| Disconnected & Uncollected | 0.00 | |
| New Customers Added | 2 | |

| | | | |
|---|---|---|---|
| **Scribe:** | Betty Stivers | | |
| **Date:** | **April 12, 2010** | **Time:** 5:30 PM – 5:50 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: | |
|---|---|---|
| | No customers or guests were present at the meeting. | |

## Minutes and Business Discussions:

| Agenda | Main Points, Conclusions/Discussions, Decisions |
|---|---|
| 1. Call to Order | Meeting was called to order by Jim Bowen, President at 5:30 P.M. |
| 2. Meeting Minutes | Meeting minutes from the March 8th meeting minutes were accepted with no abstentions. Secretary was absent. Motion to approve 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 February 1 through February 28, 2010.<br>• There were no notable comments made concerning the report.<br>Motion to approve the reports – Ben Szabrowicz, Second by Betty Stivers. No Abstentions. |
| 4. Water Operator's Report | Ivan Reynolds reviewed the Water Operator's Report for the month of March, 2010:<br>• Pulled meter at Jetton barn per their request.<br>• Checked on pressure for Dickey cabin and resolved the problem.<br>• Discussed route for water with Nina Riley and assured her we would make a change order to go around the house instead of following the electrical right of way.<br>• Reconnected the Brazzeal meter and collected past due.<br>• Nanette Ward project put on hold until the mobile home is in its final resting place.<br>• Met with bidder for the Murray Extension.<br>• Talked to Michael Gaddis about getting water to him off CC Road.<br>• Talking to Chad Watkins about easements and water service to his cabin.<br>A motion to approve the report was made by Betty Stivers and Seconded by Ben Szabrowicz. 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 |

| Agenda | Main Points, Conclusions/Discussions, Decisions |
|---|---|
| | 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. No change in status as of 8/10/09. No Change in status as of 9/14/09. Still in work as of 10/12/09. Still in work as of 11/9/09. No change in status as of 1/11/10. Estimate was presented at the 3/8/10 meeting. Item was closed at the April 12, 2010 meeting<br>▪ 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 7/14/09 this action item will be placed IN HOLD status as the decision to purchase the generator is still being discussed. No change in status as of 8/10/09. No change in status as of 9/14/09. Item placed on HOLD status until further consideration as of 10/12/09. No change in status as of 11/9/09. This action item is being consolidated with AI55 since both items have to deal with emergency power requirements. Estimates were presented at the 3/8/10 meeting. No change in status as or 4/12/10<br>▪ Action Item 53: Opened on 7/14/09 for Odie Watts to train meter readers on the use of the camera system to record meter readings. Item remains in work as of 8/10/09. No change in status of 9/14/09. No change in status as of 10/12/09. No change in status as of 11/9/09. No change in status as of 1/11/10. No change in status as of 4/12/10.<br>▪ Action Item 54: Opened on 10/12/09 for Ivan Reynolds to contact ESI and discuss the feasibility of continuing the Murray Extension project now that several customers have opted out of the project. No change in status as of 11/9/09. Item is almost complete pending acquirement of easements and decent weather. ESI want to start taking bids for project at the April, 2010 meeting. See new business regarding low bid for the project.<br>▪ Action Item 55: Opened on 10/12/09 for Ivan Reynolds to put together a ball park figure for supplying emergency power to the booster pump on Shiloh as a part of the emergency procedures and as noted in the comments of the recent Sanitation Survey. Still in work as of 11/9/09. No change in status as of 1/11/10. Estimates were presented at the 3/8/10 meeting. No change in status as of 4/12/10. |
| 6. New Business | • Jim Bowen reported that the low bid on the Murray Extension was Red Rock Construction at $111,190. Inspection and legal fees could bring it up to $140,000. We will see if we can get $140,000 without a loan. If not, we will have a small manageable loan. Ben Szabrowicz made a motion with a second by Betty Stivers to allow Jim Bowen to sign letters and papers as they come in. The motion passed with no abstentions. |
| 7. Adjournment | Meeting adjourned at 5:50 P.M. |
| 8. Next Meeting | **NOTE MEETING START TIME: The next meeting is scheduled for May10, 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 | **CLOSED** |

| Item No. | Opened Date | Description | Assigned To | Target Date | Status |
|---|---|---|---|---|---|
| AI49 | 3/9/09 | Ivan will contact propane suppliers for cost of propane tank to be placed at the pumping station. | Ivan Reynolds | 5/10/10 | **OPEN** |
| AI53 | 7/14/09 | Odie Watts will begin training meter readers on the use of the camera system. | Odie Watts | 5/10/09 | **OPEN** |
| AI54 | 10/12/09 | Ivan will contact ESI and discuss the feasibility of continuing work on the Shiloh Extension project now that several customers have opted out. See new business. | Ivan Reynolds | 11/9/09 | **IN WORK** |
| AI55 | 10/12/09 | Ivan will put together a ball park figure for supplying emergency power to the Booster Pump at Shiloh as part of the emergency procedures and comments made during the sanitation survey. | Ivan Reynolds | 11/9/09 | **IN WORK** |

| | | |
|---|---|---|
| **Scribe:** | Odie J. Watts | |
| **Date:** | **May 10, 2010** | **Time:** 5:30 PM – 5:50 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: | |
|---|---|---|
| | No customers or guests were present at the meeting. | |

## Minutes and Business Discussions:

| Agenda | Main Points, Conclusions/Discussions, Decisions |
|---|---|
| 1. Call to Order | Meeting was called to order by Betty Stivers, Vice President at 5:36 P.M. |
| 2. Meeting Minutes | Meeting minutes from the April 12th meeting were unavailable. They will be passed out at the June meeting. |
| 3. Financial and Water Association Director's Report | Karen Edgmon presented the Financial report for the period April 1 through April 30, 2010.<br>• Paid for the Murray Extension ad in the Arkansas Democrat<br>• Paid the insurance bill and received a great discount.<br>• Had a 32% loss rate due to 3 leaks on our side.<br>• Delinquents are about the same.<br>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 for the month of April, 2010:<br>• Rechecked meter for Coy Brasel Rental for Karen and it was in their favor.<br>• Checked the Pressure Regulator for Konrad Brown. It failed on our side.<br>• Checked the Pressure Regulator for Danny Clard explained that he needed to change it.<br>• Ben and Kraut and Ivan visited with Dwight Riley and Quentin and worked out a tentative route change.<br>• Visited with Jr. Edgmon about the route change and he viewed the map and concurred the change through hos property was OK.<br>A motion to approve the report was made by Calvin Voshell and Seconded by Ben Szabrowicz. No abstentions. |
| 5. Old Business | • 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 7/14/09 this action item will be placed IN HOLD status as the decision to purchase |

| Agenda | Main Points, Conclusions/Discussions, Decisions |
|---|---|
| | the generator is still being discussed. No change in status as of 8/10/09. No change in status as of 9/14/09. Item placed on HOLD status until further consideration as of 10/12/09. No change in status as of 11/9/09. This action item is being consolidated with AI55 since both items have to deal with emergency power requirements. Estimates were presented at the 3/8/10 meeting. No change in status as or 4/12/10. Will discuss at the June Meeting.<br>▪ Action Item 53: Opened on 7/14/09 for Odie Watts to train meter readers on the use of the camera system to record meter readings. Item remains in work as of 8/10/09. No change in status of 9/14/09. No change in status as of 10/12/09. No change in status as of 11/9/09. No change in status as of 1/11/10. No change in status as of 4/12/10. Hold for June meeting.<br>▪ Action Item 54: Opened on 10/12/09 for Ivan Reynolds to contact ESI and discuss the feasibility of continuing the Murray Extension project now that several customers have opted out of the project. No change in status as of 11/9/09. Item is almost complete pending acquirement of easements and decent weather. ESI want to start taking bids for project at the April, 2010 meeting. See new business regarding low bid for the project. Hold for June meeting.<br>▪ Action Item 55: Opened on 10/12/09 for Ivan Reynolds to put together a ball park figure for supplying emergency power to the booster pump on Shiloh as a part of the emergency procedures and as noted in the comments of the recent Sanitation Survey. Still in work as of 11/9/09. No change in status as of 1/11/10. Estimates were presented at the 3/8/10 meeting. No change in status as of 4/12/10. Hold for June meeting. |
| 6. New Business | • No new business was discussed. |
| 7. Adjournment | Meeting adjourned at 5:50 P.M. |
| 8. Next Meeting | **NOTE MEETING START TIME: The next meeting is scheduled for June 14, 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 |
|---|---|---|---|---|---|
| AI49 | 3/9/09 | Ivan will contact propane suppliers for cost of propane tank to be placed at the pumping station. | Ivan Reynolds | 5/10/10 | |
| AI53 | 7/14/09 | Odie Watts will begin training meter readers on the use of the camera system. | Odie Watts | 5/10/09 | **OPEN** |
| AI54 | 10/12/09 | Ivan will contact ESI and discuss the feasibility of continuing work on the Shiloh Extension project now that several customers have opted out. See new business. | Ivan Reynolds | 11/9/09 | **IN WORK** |
| AI55 | 10/12/09 | Ivan will put together a ball park figure for supplying emergency power to the Booster Pump at Shiloh as part of the emergency procedures and comments made during the sanitation survey. | Ivan Reynolds | 11/9/09 | **IN WORK** |

# Transaction Report

5/1/10 Through 5/31/10



| Date | Num | Description | Memo | Category | Clr | Amount |
|---|---|---|---|---|---|---|
| | | BALANCE 4/30/10 | | | | 13,646.88 |
| 5/1/10 | 4142 | Jasper Post Office | | Postage and Delivery | | -228.00 |
| 5/5/10 | DEP | | | Water Sales | | 1,489.35 |
| 5/10/10 | DEP | | | Water Sales | | 953.19 |
| 5/10/10 | 4143 | Dept. Of Finance & Adm. | | Sales Tax | | -554.00 |
| 5/10/10 | 4144 | Karen Edgmon | | Contract Labor | | -981.50 |
| 5/10/10 | 4145 | Karen Edgmon | | Rent | | -75.00 |
| 5/10/10 | 4146 | Jim Culver/ Buffalo River R... | mowing pump house | Contract Labor | | -100.00 |
| 5/11/10 | DEP | | | Water Sales | | 1,569.57 |
| 5/11/10 | 4147 | Reliable | laser ink, notebooks | Supplies, Bus | | -250.68 |
| 5/17/10 | EFT | F H A | | Loan | | -1,020.00 |
| 5/19/10 | 4148 | Leslie Daniels | meter reader | Contract Labor | | -200.00 |
| 5/19/10 | 4149 | Leslie Daniels | meter reader | Maintenance | | -75.00 |
| 5/19/10 | 4150 | Ivan Reynolds | water operator | Contract Labor | | -1,100.00 |
| 5/19/10 | 4151 | Ivan Reynolds | water operator | Maintenance | | -30.00 |
| 5/20/10 | DEP | | | Water Sales | | 3,084.83 |
| 5/25/10 | DEP | | | Water Sales | | 620.01 |
| 5/25/10 | DEP | | | Water Sales | | 1,340.29 |
| 5/25/10 | EFT | AC Ritter | | Utilities:Telephone | | -32.10 |
| 5/25/10 | EFT | AC Ritter | | Utilities:Telephone | | -33.89 |
| 5/26/10 | EFT | Carroll Electric | | Utilities:Gas & Electric | | -15.26 |
| 5/26/10 | EFT | Carroll Electric | | Utilities:Gas & Electric | | -67.28 |
| 5/26/10 | EFT | Carroll Electric | | Utilities:Gas & Electric | | -1,243.11 |
| 5/28/10 | DEP | | meter deposit | Transfer | | 75.00 |
| 5/28/10 | DEP | | | Water Sales | | 254.24 |
| 5/28/10 | 4152 | Jasper Post Office | | Postage and Delivery | | -176.00 |
| 5/31/10 | DEP | | | Interest Inc | | 1.33 |
| | | TOTAL 5/1/10 - 5/31/10 | | | | **3,205.99** |
| | | BALANCE 5/31/10 | | | | 16,852.87 |

| | |
|---|---|
| **TOTAL INFLOWS** | 9,387.81 |
| **TOTAL OUTFLOWS** | -6,181.82 |
| **NET TOTAL** | **3,205.99** |

Mt Sherman Water Board Meeting

June 14, 2010

Water Operators Report

The Murray Road Extension Project Request for the

full Grant consideration is still with the Natural Resource Commission and the haven't yet responded to our request. The preconstruction conference will be scheduled after we get the contracts back from the

Natural Resource Commission folks.

I'm still looking for leaks.

I installed a meter setter for Merlyn Lazarow and

they will need to finish their plumbuing before they are ready for a meter.

I pulled the Twyla Zbeckie meter due to lack of

past due payment requests and when they paidup

I reinstalled their service. Collected from Jackie Carter.