

MT. SHERMAN WATER ASSOCIATION

BOARD OF DIRECTOR'S MEETING

MONDAY SEPTEMBER 12, 2011

5:30 P.M.

Dear Directors:

Enclosed please find the director's report and board minutes. Bank statements were not available at time of mailing,, financial report will be presented at the meeting.

Jim Bowen has resigned from the water board due to health reasons.

Please feel free to call with any questions before the meeting.

Thank You,



Karen Edgmon

Mt. Sherman Water Association



800-227-5128

Printed Tuesday, August 30, 2011 @ 20:31

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,862,700	100.0%
Water Sold to Customers	1,514,110	81.3%
Utility Use (fire, flushing)	0	0.0%
Water Lost	348,590	18.7%
Average Use Per Account	5,221	
Accounts Using Water	290	

SUMMARY BY SERVICE

	Water	Sewer	Trash	Other1	Other2	Other3	Sales Tax
Charges	10,006.94	0.00	0.00	96.60	0.00	0.00	736.17
	322	0	0	322	0	0	318
Average	31.08	0.00	0.00	0.30	0.00	0.00	2.32

ACCOUNTS RECEIVABLE ANALYSIS

Balance Due on August 2011 Bills	16,660.31	322
Credit Balances	-1,092.97	22
Debit Balances	17,753.28	300
Payments	-13,405.98	290
Adjustments	-193.86	5
Balance after Payments and Adj	3,060.47	38
Current	479.39	19
30 to 60 Days Old	0.00	0
60 to 90 Days Old	2,563.81	17
Over 90 Days Old	17.27	2
Penalty Charges	305.37	49
Charges for Services	10,839.71	322
Balance Due	14,205.55	

Scribe:	Odie Watts	
Date:	July 11, 2011	Time: 5:44 PM – 6:15 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	446-2838

Customers and Guests:

Key	Board Meeting Attendees:
	Jackie Fears, a MSWA customer, appeared before the Board at the August 8, 2011 meeting to explain his financial situation and asked the Board's cooperation in the payment of his past due account. He explained that he has had and continues to experience leaks in his water line that continually add to his bill. He told the Board that he pays what he can toward his outstanding balance but he can not live without water to his residence. The Board agreed to take his situation under advisement and offer solutions to his problem. Mr. Fears left the meeting after a motion was made to the Board to discuss his situation further and to present to him the Board's recommendations. The Board made a decision which can be reviewed as a "New Business" item.

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 5:33 P.M.
2. Meeting Minutes	Meeting minutes from the July 11th meeting were reviewed and approved. Motion to approve the minutes – Koby Lee, 2 nd by Ben Szabrowicz. No Abstentions.
3. Financial and Water Association Director's Report	Transaction reports for July 1 through July 31, 2011 were reviewed and approved. • Nothing significant to report. • The new computer was paid for. • An update to the financial software (Quicken) is going to have to be purchased since the older version is not working with the new computer system. • The new software (WaterWorks) was purchased and is up and running. Motion to approve the financial and director's reports – Koby Lee, 2 nd by Ben Szabrowicz. No Abstentions.
4. Water Operator's Report	Ivan Reynolds presented the water operator's report: • Put in a meter for Donna Nikkel. • Discovered leak at the Mariene Flory rental property. The leak was stopped. • Bled the Hydrant at Murray Road due to taste and odor report. • Topped off the Shiloh tank to refresh the water. • Put out a conservation notice which brought tank levels back to normal. • Notified high water users to cut back due to over consumption. • System is still holding its own during the dry spell even though more water is being pumped than ever before.

Agenda	Main Points, Conclusions/Discussions, Decisions
	• Some fire dept. usage was experienced when the Johnny Kellogg garage burned. • Pulled Blakeny meter for past due account. • Also pulled the Sullivan and Kellogg, Jr. meter. • Collected payments and replaced meters for Kellogg and Blakeny. • Reinstalled the Jackie Carter meter. • Added new customer, Stuart Brasel. • Faxed information required by the Arkansas Natural Resources Division concerning the vulnerability assessment and the emergency response plan.
5. Old Business	▪ Action Item 57: Opened on 7/19/10 for Ivan Reynolds to purchase and install 14 one inch meters to tighten up leak detection within the system. Item in work as of August 9 meeting. No change in status as of September 20, 2010. No change in status as of 10/11/10. Work is progressing as of 11/8/10. No change in status as of 12/13/10. No change in status as of 3/14/11. No change in status as of 4/11/11. No change in status as of 5/9/11, work is on-going. No change in status as of 7/11/11. No change in status as of 8/8/11. ▪ Action Item 63: Opened on 11/8/10 for Ivan Reynolds to take another look at the possibility of obtaining a surplus generator and propane tank for emergency power at the Shiloh well pump. The current cost of the proposed generator and propane tank appears to be excessive and may not be in line with long term plans or needs. This item is in work. See comments about generator in water operator's report above. As of 2/14/11 waiting on county to see if they can locate a surplus generator. No update to report as of 3/14/11. No change in status as of 4/11/11. No change in status as of 5/9/11. No change in status as of 6/13/11. No change in status as of 7/11/11. No change in status as of 8/8/11. ▪ Action Item 64: Opened on 8/8/11 for Ivan Reynolds to develop a written estimate to replace approx. 300 ft of water line to the Jackie Fears residence. If accepted, arrange to replace the line at the earliest possible opportunity. ▪ Action Item 65: Opened on 8/8/11 for Karen Edgmon to present a written estimate to Mr. Fears for replacement of his water line. If accepted, the cost of the line replacement will be added to his outstanding account balance.
6. New Business	Discussed the situation with Mr. Fears' inability to pay off his past due account. The Board decided to make an offer to Mr. Fears. The Board will provide Mr. Fears an estimate for replacing his 300 ft. water line to stop his leakage problems. If Mr. Fears accepts the offer from the Board then the cost of replacing the line will be added to Mr. Fears debt to the MSHA and will remain until the entire balance is paid. Mr. Fears will continue to be billed at a minimum of \$50 per month plus payment for the water he uses until his balance is paid. Ivan Reynolds will provide a written estimate for replacing the water line (Action Item) and Karen Edgmon will present the offer to Mr. Fears for his acceptance (Action Item). No actual work toward replacing his water line will begin until Mr. Fears accepts the offer from the Board. The motion to proceed with the replacement water line to help Mr. Fears deal with his past due account was made by Odie Watts and 2nd was made by Koby Lee.
7. Adjournment	Meeting adjourned at 6:10 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for September 12, 2011 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
AI57	7/19/10	Purchase and install 14 one inch meters to tighten up leak detection within the system	Ivan Reynolds	8/9/10	IN WORK

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI63	11/8/10	Take another look at generator requirements. Can a surplus generator be obtained from the county resources that will satisfy the needs for emergency power at the booster pump station?	Ivan Reynolds	12/13/10	PENDING
AI64	8/8/11	Develop a written estimate for replacing approximately 300 ft. of water line at the Jackie Fears residence. If Mr. Fears accepts the offer to replace his water line then work will proceed at the earliest opportunity.	Ivan Reynolds	9/11/11	OPEN
AI65	8/8/11	Present the written estimate from Ivan Reynolds for replacing the Jackie Fears water line and if he accepts the offer then add the cost of replacing his line to his outstanding account balance.	Karen Edgmon	9/11/11	OPEN

MT. SHERMAN WATER ASSOCIATION

P.O. BOX 356

JASPER, AR 72641

August 2011

Beginning Balance 17087.15

Depostis 14077.29

Interest 1.97

CK# 4336 Sam's Club 105.88 (membership + software

CK# 4337 Karen Edgmon 981.50 contract labor

CK# 4338 Karen Edgmon 122.00 rent + mileage

CK# 4339 DF&A 696.00 sales tax

CK# 4340 Leslie Daniels 200.00 contract labor

CK# 4341 Leslie Daniels 100.00 maintenance

CK# 4342 Jasper PO 131.00 postage

CK# 4343 Ivan Reynolds 1100.00 contract labor

CK# 4344 Ivan Reynolds 30.00 maintenance

CK# 4345 Personalized 539.50 stamped envelopes

DBT FHA 1020.00 loan

DBT AC Ritter 33.86

DBT AC Ritter 36.75

DBT Carroll Electric 11.98

DBT Carroll Electric 145.35

DBT Carroll Electric 2656.88

Balance 23255.71

Mt Sherman Water Association Board Meeting

August 8, 2011

Water Operators Report, by Ivan Reynolds

I put in a meter for Donna Nikkel at the old Beecher Sams place.

A leak was discovered at the Marlene Flory rental and stopped.

Due to taste and odor report I bled the Fire Hydrant at Murray Road till a Chlorine Residual was available. I topped the Shiloh Tank to refresh the water. Also put out a conservation notice to use less water which brought tank levels back to normal.

I notified high water users to cut back due to overconsumption. One user just missed the one hundred thousand mark and another exceeded that. The desire to save gardens was more than we could reasonably provide. We are holding our own thru this dry spell and it is within our customer base to stay within our pumping capacity.

Johnny Kellogg garage burned down. Their was some Fire Dept Usage.

I pulled Blakeny's meter for lack of past due, also Sullivans and Kellogg Jr. I collected and replaced meters for Kellogg and Blakeny. I reinstalled Jackie Carter meter also.

Took on a new customer, Stuart Brasel in the old Ward Brasel Place

I faxed the information required by the Arkansas Natural Resources Division concerning the Vulnerability Assessment and the Emergency Response Plan.