

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

BOARD OF DIRECTOR'S MEETING

MONDAY APRIL 8, 2013

Dear Directors:

Enclosed please find the director's report, board minutes and financial report for the month of March 2013.

If you have any questions please feel free to call.

Thank You,

A handwritten signature in blue ink, appearing to read "Karen", is written below the "Thank You," text.

Karen Edgmon
Financial Officer
Mt. Sherman Water Assoc.



800-227-5128

MT. SHERMAN WATER

DIRECTOR'S REPORT

March 2013 Billing cycle

Printed Thursday, April 4, 2013 @ 20:55

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,497,800	100.0%
Water Sold to Customers	910,840	60.8%
Utility Use (fire, flushing)	0	0.0%
Water Lost	586,960	39.2%
Average Use Per Account	3,098	
Accounts Using Water	294	

SUMMARY BY SERVICE

	Water	Sewer	Trash	Other1	Other2	Other3	Sales Tax
Charges	8,763.02	0.00	0.00	97.50	655.00	0.00	637.16
Count	326	0	0	325	262	0	322
Age	26.88	0.00	0.00	0.30	2.50	0.00	1.98

ACCOUNTS RECEIVABLE ANALYSIS

Balance Due on March 2013 Bills	10,824.32	328
Credit Balances	-1,479.15	24
Debit Balances	12,303.47	304
Payments	-9,486.78	290
Adjustments	-35.21	5
Balance after Payments and Adj	1,302.33	34
Current	-1,512.26	17
30 to 60 Days Old	456.80	5
60 to 90 Days Old	178.02	6
Over 90 Days Old	2,179.77	6
Penalty Charges	146.94	32
Charges for Services	10,152.68	326
Balance Due	11,601.95	

Scribe:	Odie J. Watts	
Date:	March 11, 2013	Time: 5:31 PM – 6:10 PM

Board Members:

Key	Board Member Attendees: Key: * Attended, # Absent	Phone
*	Edgmon, Karen – CHIEF FINANCIAL OFFICER	861-5641
*	Ferguson, Ron – BOARD MEMBER	446-2910
*	Lee, Koby – BOARD MEMBER	861-5158
*	Reynolds, Ivan – WATER OPERATOR	446-5352
*	Shechtman, Barry – BOARD MEMBER	446-6630
*	Stivers, Betty – VICE PRESIDENT	446-5744
*	Szabrowicz, Ben – BOARD MEMBER	446-6007
*	Voshell, Calvin – PRESIDENT	446-2270
*	Watts, Odie – SECRETARY / TREASURER	446-2838

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 was called to order at 5:31 by Calvin Voshell, President.
2. Meeting Minutes	The Meeting minutes from the February 11, 2013 meeting were reviewed and approved. Motion to approve the minutes – Koby Lee 2 nd by Ron Ferguson. No Abstentions.
3. Financial and Water Association Director's	Transaction reports for February 1 through February 28, 2013 were reviewed and approved. The following are the most significant expenditures. A detailed expenditure report is on file:

Agenda	Main Points, Conclusions/Discussions, Decisions
Report	▪ Sheet Metal to re-roof the buildings was paid for at Bobs Do It Best ▪ Nelson Phillips was paid for backhoe work ▪ Arkansas One Call yearly payment was made ▪ Paid for annual maintenance of the Water Works software Motion to approve the financial and director's reports – Koby Lee 2nd by Ron Ferguson. No Abstentions.
4. Water Operator's Report	Ivan Reynolds presented the monthly Water Operator's Report. Most significant items in the report are listed below: ▪ County Grader cut the waterline by the old Rose Gronwaldt house. Line was repaired and service was restored. ▪ The 3" line about 2,000 feet below the pressure station at Steel Creek came apart under the asphalt. Added a larger piece to make up for the loss. ▪ Repaired leak between Terry Smith and Freda Smith's place. Repaired the line and restored the pressure. Board questioned the 46.1% loss rate. Between leaks repaired last month and leaks that occurred this month the loss rate reflects a combined total and barring any major leaks this month the rate should decrease substantially.
5. Old Business	▪ Action Item 57: Opened and revised on 3/12/10 for Ivan Reynolds to purchase and install approximately 50, one inch meters to tighten up leak detection within the system. This action item was first opened on 7/9/10 but has been revised and remains open. See new business. Ivan will continue working on purchasing and installing the observation meters. He plans to install at least 50 more meters in the system to help isolate leaks. 14 Meters have been installed to date. The action item was updated as of 3/9/12. The Board approved Ivan to purchase 25 observation setters and related materials and begin installing them ASAP. An additional 25 meters will be purchased and installed at a later date. Material for 25 meters has arrived as of May 14, 2012. Estimate 4 meters per month will be installed. Monthly progress reports will be made to the Board. Ivan Reynolds was absent from the June, 2012 meeting so no status report was given. No change in status as of 7/9/12. No status change as of 8/13/12. As of 9/12/12 at least one meter has been installed and another is planned soon. No status change as of 10/8/12. No new progress to report as of 11/19/12. No change in status as of 12/10/12. No change in status to record for 12/10/12. As of 2/11/13 status remains as "in work". As of 3/11/13 status remains as "in work". ▪ Action Item 61: Item assigned to Ivan Reynolds to work through the older system meters and replace those that do not appear to be recording correctly. This item is in work and as of 9/12/12 there is no significant change in status. As of 11/19/12 the

Agenda	Main Points, Conclusions/Discussions, Decisions
	Board requested Ivan to furnish the Board with the number of older meters he intends to replace. Estimate 40 meters will be replaced. Board approved purchase of 50 meters. 40 will be installed and 10 will be maintained in inventory. See above comments under Water Operator's Report. Meters are on order but have not arrived as yet. No change in status to record during the 12/10/12 meeting. As of 2/11/13 the meters have arrived and are being installed as replacements for some of the older meters in the system. Estimate completion in February or early March, 2013. No change in status as of 3/11/13. ▪ Action Item 69: Item assigned to Odie Watts to update the MSWA Operating Policies to reflect the new water rates that will go into effect for the April, 2013 billing cycle. ▪ Action Item 70: Item assigned to Ron Ferguson to contact a company he has been researching who specializes in leak detection and see if they can come to one of our monthly meeting and advise us as to what we can do to better manage our water losses. ▪ Action Item 71: Item assigned to Karen Edgmon to contact our business customers and advise them that the water rates for water used over and above the base rate will increase from \$4.50 per 1,000 gallons to \$6.00 per 1,000 gallons.
6. New Business	▪ Odie Watts reported that the Operating Policies have been updated to reflect the new water rates that are scheduled to go into effect on the April, 2013 water bills. He told the Board that the new rates were for residential customers and the rates for commercial customers were not discussed. The Board decided to leave the commercial base rates in place and raise the rate for water usage over the base amounts from \$4.50 to \$6.00. Odie Watts will update the Operating Policy and present it to the Board at the April, 2013 meeting. (Action Item) Karen Edgmon the notify the business customers of their rate increase. (Action Item) ▪ Ron Ferguson told the Board he had been doing some research on companies that specialize in leak detection. Because of our high water loss rate the Board discussed contacting one of these companies and inviting them to our meeting to hear what they could possible do to help control our water losses. Ron will contact one of these companies and invite them to our meeting. (Action Item)
7. Adjournment	Meeting adjourned at 6:10 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for April 8, 2013 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	Install 25, one inch meters to tighten up leak detection within the system. Make progress reports to Board on monthly basis.	Ivan Reynolds	ASAP	IN WORK
AI61	8/13/12	Work through the system to replace older meters that may not be recording properly.	Ivan Reynolds	ASAP	IN WORK
AI69	3/11/13	Update the Operating Policy document to reflect the new water rate structure	Odie Watts	4/8/13	CLOSED
AI70	3/11/13	Contact a Leak Detection company and invite them to our Board meeting to discuss what they might be able to do to help curb our water losses.	Ron Ferguson	4/8/13	OPEN
AI71	3/11/13	Notify our business customers and advise them of the rate increase to be applied to water usage over and above their base rates.	Karen Edgmon	4/8/13	OPEN

Check #	Payee	Amount	Description
4607	ARWA	\$ 400.00	membership
4608	RiverValley Win Water	2874.38	maintenance
4609	Harrison Daily/Newton Times	67.50	radium notice
4610	CNA Surety	187.50	bookkeeper bond
4611	Capitol Supply	316.93	maintenance
4612	Odie Watts	50.00	reimburse exp.
4613	Karen Edgmon	981.50	contract labor
4614	Karen Edgmon	75.00	rent
4615	MSVFD	435.58	fire dues
4616	Karen Edgmon	50.00	reimburse fire dues
4617	Harrison/Newton Times	67.50	radium notice
4618	D F & A	522.00	sales tax
4619	Fabri Clean Supply	1138.58	maintenane
4620	Leslie Daniels	200.00	contract labor
4621	Leslie Daniels	175.00	maintenance
4622	Ivan Reynolds	1100.00	contract labor
4623	Ivan Reynolds	30.00	maintenance