

Mt. Sherman Water Association

P.O. Box 356

Jasper, AR 72641

(870) 861-5580

Board of Director's Meeting

Monday December 9th, 2013 5:30 P.M.

Dear Directors:

Enclosed please find the director's report for both October and November, transaction report, bank statement, and board minutes for November 2013.

I have had contact from two customers with leaks, Jim Culver and Janice Turley. Both had significant leaks and requested water to be sold at cost.

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

Thanks



Karen Edgmon

Financial Officer

Mt. Sherman Water Association



DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,919,948	100.0%
Water Sold to Customers	1,253,120	65.3%
Utility Use (fire, flushing)	0	0.0%
Water Lost	666,828	34.7%
Average Use Per Account	4,095	
Accounts Using Water	306	

SUMMARY BY SERVICE

	Water	Sewer	Trash	Other1	Other2	Other3	Sales Tax
Charges	10,769.52	0.00	0.00	98.70	655.00	0.00	833.35
Count	330	0	0	329	262	0	326
Age	32.63	0.00	0.00	0.30	2.50	0.00	2.56

ACCOUNTS RECEIVABLE ANALYSIS

Balance Due on October 2013 Bills	14,996.72	331
Credit Balances	-1,492.66	28
Debit Balances	16,489.38	303
Payments	-13,316.63	285
Adjustments	-79.20	11
Balance after Payments and Adj	1,600.89	40
Current	-791.59	19
30 to 60 Days Old	615.21	6
60 to 90 Days Old	462.29	4
Over 90 Days Old	1,314.98	11
Penalty Charges	391.47	50
Charges for Services	12,356.57	330
Balance Due	14,348.93	



800-227-5128

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DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,672,328	100.0%
Water Sold to Customers	1,271,730	76.0%
Utility Use (fire, flushing)	0	0.0%
Water Lost	400,598	24.0%
Average Use Per Account	4,142	
Accounts Using Water	307	

SUMMARY BY SERVICE

	Water	Sewer	Trash	Other1	Other2	Other3	Sales Tax
Charges	10,838.68	0.00	0.00	98.10	650.00	0.00	841.19
Count	328	0	0	327	260	0	324
Age	33.04	0.00	0.00	0.30	2.50	0.00	2.60

ACCOUNTS RECEIVABLE ANALYSIS

Balance Due on November 2013 Bills	14,348.93	333
Credit Balances	-1,520.46	26
Debit Balances	15,869.39	307
Payments	-12,971.28	300
Adjustments	-216.31	6
Balance after Payments and Adj	1,161.34	40
Current	-1,271.38	21
30 to 60 Days Old	580.15	3
60 to 90 Days Old	481.16	4
Over 90 Days Old	1,371.41	12
Penalty Charges	309.81	43
Charges for Services	12,427.97	328
Balance Due	13,899.12	

Check	Payee	Amount	Service
4739	Karen Edgmon	\$981.50	Contract Labor
4735	Ozark Mt. Regional	5929.35	water service
4740	Karen Edgmon	75.00	rent
4736	Odie Watts	50.00	reimburse secretary expense
4737	D F & A	845.00	sales tax
4743	Ivan Reynolds	1100.00	contract labor
4744	Ivan Reynolds	75.00	maintenance
4741	Leslie Daniels	200.00	contract labor
4742	Leslie Daniels	175.00	maintenance
4738	Waterworks	368.00	water bill forms
DBT	Ritter comm.	34.74	telephone service
DBT	Ritter Comm	46.58	telephone service
DBT	Carroll Electric	21.94	electric service
DBT	Carroll Electric	39.10	electric service
DBT	Carroll Electric	123.85	electric service
4746	N.C. Clerk's Office	15.00	filing fee (release of lien)

Thursday, December 05, 2013

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BANK OF THE OZARKS (0727)

MT SHERMAN WATER ASSOCIATION
GENERAL ACCOUNT
P O BOX 356
JASPER, AR 72641

Checking Activity -

Account Number ****8454
INT CHKG-STATE & PS

Transactions From Statement Period Ending 11/30/2013

Account Summary

Ending Statement Balance on Saturday, November 30, 2013

\$36,217.88

Account Activity

Date	Description	Debit	Credit	Balance
11/06/2013	Check #4739	\$981.50		\$34,239.24
11/07/2013	Check #4735	\$5,929.35		\$28,309.89
11/08/2013	AC-INTERNET CHARGES-FUNDS XFERINETFEES	\$5.00		\$28,304.89
11/12/2013	DEPOSIT		\$2,202.29	\$30,507.18
11/12/2013	Check #4740	\$75.00		\$30,432.18
11/13/2013	Check #4738	\$50.00		\$30,382.18
11/18/2013	DEPOSIT		\$3,590.13	\$33,972.31
11/19/2013	Check #4737	\$845.00		\$33,127.31
11/20/2013	Check #4743	\$1,100.00		\$32,027.31
11/20/2013	Check #4744	\$75.00		\$31,952.31
11/21/2013	Check #4741	\$200.00		\$31,752.31
11/21/2013	Check #4742	\$175.00		\$31,577.31
11/22/2013	Check #4738	\$368.80		\$31,208.51
11/25/2013	DEPOSIT		\$28.70	\$31,237.21
11/25/2013	DEPOSIT		\$5,260.56	\$36,497.77
11/25/2013	AC-RITTER COMM -RITTER PMT	\$34.74		\$36,463.03
11/25/2013	AC-RITTER COMM -RITTER PMT	\$46.58		\$36,416.45
11/26/2013	AC-CARROLL ELEC-CEC-CASH TRANS	\$21.94		\$36,394.51
11/26/2013	AC-CARROLL ELEC-CEC-CASH TRANS	\$39.10		\$36,355.41
11/26/2013	AC-CARROLL ELEC-CEC-CASH TRANS	\$123.85		\$36,231.56
11/27/2013	Check #4746	\$15.00		\$36,216.56
11/30/2013	INTEREST PAYMENT		\$1.32	\$36,217.88

Balance By Day

1. 11/1/2013: \$33,888.20	2. 11/4/2013: \$33,690.20	3. 11/6/2013: \$34,239.24
4. 11/7/2013: \$28,309.89	5. 11/8/2013: \$28,304.89	6. 11/12/2013: \$30,432.18

Scribe:	Odie J. Watts	
Date:	November 11, 2013	Time: 5:35 PM – 6:25 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 members 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 5:35 by Calvin Voshell – President.
2. Meeting Minutes	The Meeting minutes from the October 14, 2013 were reviewed and approved. Motion to approve the minutes was made by Koby Lee with 2 nd by Betty Stivers with no abstentions.
3. Financial and Water Association Director's	Director's report for October 1 through October 31, 2013 was unavailable for review. This report will be delivered to the Board at the December 9, 2013. The financial report for the month of October, 2013 was reviewed. The most significant item on the report

Agenda	Main Points, Conclusions/Discussions, Decisions
Report	are listed below: ▪ Paid Munzer Pump for 2 new pumps for Pump Station #2. ▪ Paid Karen Edgmon for re-imbursement for toner she purchased using her own credit card. Motion to approve the financial and director's reports – Barry Shechtman, 2nd by Betty Stivers. No Abstentions.
4. Water Operator's Report	Ivan Reynolds was on vacation and no water operator's report was presented at the meeting.
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". As of 4/8/13 status remains "in work." As of 5/13/13 status remains "in work". No more meters have been installed. No status change as of 6/10/13. As of 7/8/13 three of these meters were installed during the month of June and work will continue. No change in status as of 8/12/13. No change in status as of 9/9/13. Item was not discussed at 10/14/13 meeting. No change in status as of 11/11/13. ▪ 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 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;

Agenda	Main Points, Conclusions/Discussions, Decisions
	2013. No change in status as of 3/11/13. As of 4/8/13 over half of the proposed meter changes have been accomplished. Work will continue as time permits. As of 5/13/13 the project is approximately 60% complete and will continue as time permits. Work is progressing as of 6/10/13 but no new status was given as to how many new meters have been installed. As of 7/8/13 one more meter has been changed. Work will continue. No change in status as of 8/12/13. No change in status as of 9/9/13. Item was not discussed at the 10/14/13 meeting. No change in status as of 11/11/13. ▪ Action Item 72: Item assigned to Ivan Reynolds to contact ESI Engineering to determine when and where the master meter will be set to monitor water usage from the OMPWA supply source. The master meter is currently housed in the facility near the Harvey Gash residence. The OMPWA is awaiting funding to build a permanent structure for the master meter which will be relocated once that facility is built. No estimate as to when the new facility will be funded or constructed. Item was not discussed at the 10/14/13 meeting. No change in status as of 11/11/13. ▪ Action Item 73: Item assigned to Odie Watts to coordinate with Tommy Martin and obtain all the contractual and agreement documents relating to the relationship between the MSWA and the OMPWA. As of 9/9/13 still waiting on Tommy Martin to respond to the request for all materials relating to the agreement between the MSWA and the OMPWA. Will revisit this item prior to 11/11/13 meeting. Obtained the signed contract from Tommy Martin and will submit it for the records of the MSWA. This item is CLOSED ▪ Action Item 75: Item assigned to Ivan Reynolds to read the OMPWA master meter on 9/20/13 and report the results to Karen Edgmon so she can compare the reading to the billing statement from the OMPWA. Item was not discussed at the 10/14/13 meeting. Will revisit this item during the December, 2013 meeting. ▪ Action Item 76: Item assigned to Karen Edgmon to determine the cost of raising the Board's liability insurance policy limits to \$1 million dollars. The cost will be approximately \$800 per year increase but can not be changed until the current policy expires. Barry Shectman checked with State Farm Insurance and Karen will follow up to determine what their annual cost for liability might be. Status was changed to PENDING ▪ Action Item 77: Item assigned to Odie Watts to write a letter to Mr. Patton concerning his water supply and water pressure problems. The letter was written and mailed. This item is CLOSED. ▪ Action Item 78: Item assigned to Ivan Reynolds to contact Carroll Electric to determine how we can minimized electrical connections at the pumping facilities to minimize electricity consumption. No change in status as of 11/11/13. ▪ Action Item 79: Item assigned to Ivan Reynolds to contact Hillard Kilgore to determine if he would consider giving an easement to the MSWA to lay a water line

Agenda	Main Points, Conclusions/Discussions, Decisions
	through his proper so the line can be used to tap into a larger supply line which would resolve the problems being encountered by Mr. Patton (see New Business and Action Item 77. No change in status as of 11/11/13.
6. New Business	- The current Operating Policy and By-Laws were discussed and it was determined that they need to be updated since the MSWA is now purchasing water rather than pumping it. Odie Watts will update these documents and present them at the December, 2013 meeting (Action Item 80). - The Board discussed the need for the Operator to maintain an inventory management and control system and report to the Board each month as to what items the Operator maintains on-hand, how much they cost, and where they are stored. Odie Watts will develop an Excel spreadsheet and give it to the Operator at the December, 2013 meeting (Action Item 81). - The Board discussed having an attorney review the Tower Agreement between the MSWA and the Mt. Sherman VFD before it is approved and signed by the Board. Odie Watts will contact an attorney and arrange for his review (Action Item 82). - The Board discussed the property lien currently in place against the Fears property for non-payment for water usage. Since the Fears have made substantial progress toward paying off their delinquent account the Board asked Karen to have the lien removed (Action Item 83).
7. Adjournment	Meeting adjourned at 6:25 P.M.
8. Next Meeting	NOTE MEETING START TIME: The next meeting is scheduled for December 9th 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

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI72	8/12/13	Coordinate with ESI Engineering regarding the location and installation dates for the master meter which will be used to measure incoming water from the OMRPWA.	Ivan Reynolds	ASAP	OPEN
AI73	8/12/13	Coordinate with Tommy Martin and obtain the latest copies of contracts or agreement between MSHA and OMRPWA.	Odie Watts	10/14/13	CLOSED
AI75	9/9/13	Read the OMRPWA on 9/20/13 and reports the reading to Karen Edgmon.	Ivan Reynolds	11/11/13	OPEN
AI76	10/14/13	Determine the cost of increasing the Board's Liability Insurance limits up to \$1 million.	Karen Edgmon	11/11/13	PENDING
AI77	10/14/13	Write a letter to Mr. Patton to explain the Board's position on resolving his water supply and water pressure problems. See the letter attached to these minutes.	Odie Watts	11/11/13	CLOSED
AI78	9/9/13	Coordinate with Carroll Electric on reducing electrical service at the pumping station since the 3-phase power to the pump is no longer required.	Ivan Reynolds	11/11/13	OPEN
AI79	10/14/13	Talk to Hillard Kilgore to determine the possibility of pursuing an easement to the Patton water problems can be resolved.	Ivan Reynolds	10/14/13	OPEN
AI80	11/11/13	Update the MSHA by-laws since they appear to outdated.	Odie Watts	12/9/13	OPEN
AI81	11/11/13	Develop an inventory data sheet for the Operator to keep and present to the Board each month for their review.	Odie Watts	12/9/13	OPEN
AI82	11/11/13	Contact an attorney and have them review the Tower lease agreement with the Mt. Sherman VFD.	Odie Watts	12/9/13	OPEN
AI83	11/11/13	Have the lien against the Fears property removed.	Karen Edgmon	12/9/13	OPEN

MT Sherman Water Association Board Meeting

Water Operators Report Dec 16, 2013

By Ivan Reynolds

Pulled Frank Sullivan and Wendy Norton.

Replaced the four inch valve to Horseshoe Canyon Ranch

And put in an observation meter.

Replaced Larry Nutter meter.

Ozark Mountain public water has resumed adding chloramines for the disinfectant.

Ron Wishon called to say he had a water leak.

The Church in P called to report a leak on their side and

Later discovered a second leak on their side.

We pumped 30,000 more per day for three days and the
Pumping dropped back to 49,000 which indicates several large
Water bills coming up.