

MT. SHERMAN WATER ASSOCIATION

P.O. BOX 356

JASPER, AR 72641

BOARD OF DIRECTOR'S MEETING

MONDAY DECEMBER 14, 2015

Dear Directors:

Enclosed please find the transaction report, director's report and board minutes for November 2015.

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

Thank You,



Karen Edgmon

Financial Officer

Mt. Sherman Water Association

Mt. Sherman Water Association

12/9/2015 7:44 PM

Register: Bank of the Ozarks Checking

From 11/01/2015 through 11/30/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
11/06/2015			Sales	Deposit		1,778.46	7,624.44
11/06/2015	5122	Dept. of Finance & A...	Ask My Accountant		820.00		6,804.44
11/09/2015			Sales	Deposit		500.00	7,304.44
11/09/2015			Sales	Deposit		770.44	8,074.88
11/09/2015	5123	Karen Edgmon	Payroll Expenses		981.50		7,093.38
11/09/2015	5124	Karen Edgmon	Rent Expense	+ mileage	90.96		7,002.42
11/10/2015			Sales	Deposit		240.97	7,243.39
11/10/2015			Sales	Deposit		1,895.73	9,139.12
11/16/2015	5125	Mt. Sherman VFD	Ask My Accountant		610.16		8,528.96
11/16/2015	5126	Karen Edgmon	Ask My Accountant	MSVFD	50.00		8,478.96
11/17/2015			Sales	Deposit		2,908.98	11,387.94
11/17/2015			Sales	Deposit		1,324.42	12,712.36
11/19/2015	5127	Leslie Daniels	Payroll Expenses		200.00		12,512.36
11/19/2015	5128	Leslie Daniels	Repairs and Maintenance		175.00		12,337.36
11/19/2015	5129	River Valley WinWa...	Repairs and Maintenance		141.47		12,195.89
11/19/2015	5130	Ivan Reynolds	Payroll Expenses		1,100.00		11,095.89
11/19/2015	5131	Ivan Reynolds	Repairs and Maintenance		75.00		11,020.89
11/23/2015			Sales	Deposit		1,066.20	12,087.09
11/23/2015	5132	Arkansas Dept. of H...	Ask My Accountant		1,180.80		10,906.29
11/24/2015			Sales	Deposit		1,397.04	12,303.33
11/24/2015	DBT	Ritter Communications	Utilities		35.26		12,268.07
11/24/2015	DBT	Ritter Communications	Utilities		41.39		12,226.68
11/25/2015	DBT	Carroll Electric	Utilities		15.74		12,210.94
11/25/2015	DBT	Carroll Electric	Utilities		44.43		12,166.51
11/25/2015	DBT	Carroll Electric	Utilities		98.13		12,068.38
11/27/2015	5133	Bob's Do It Best	Repairs and Maintenance		87.99		11,980.39
11/27/2015	5134	River Valley WinWa...	Repairs and Maintenance		238.28		11,742.11
11/30/2015			Interest Expense	Deposit		0.50	11,742.61
11/30/2015			Sales	Deposit		75.00	11,817.61
11/30/2015			Sales	Deposit		117.00	11,934.61
11/30/2015			Sales	Deposit		472.46	12,407.07
11/30/2015	5135	Jasper Post Office	Office Supplies		210.00		12,197.07
11/30/2015	5136	AnStaff Bank	Depreciation Expense		5,000.00		7,197.07

Mr. Jerry Patton attended the meeting to raise the issue of no water pressure and sometimes no water at his residence. He indicated that the Water Association has purchased a new pressure tank for the pump station that supplies his house but the tank has never been installed. He indicated the tank has set uninstalled for 32 months and he is certain that with the new pressure tank his water supply/pressure issues would be improved. He was visibly upset with the situation and the Board made a commitment to him that the pressure tank would be install on or before June 17th. Ivan Reynolds was tasked to accomplish the installation on or before that date which seemed to be agreeable to Mr. Patton. FOLLOW-UP: Ivan Reynolds accomplished the pressure tank installation on June 19th and in a follow up phone call to Mr. Patton he indicated that after the new tank was installed his water pressure problems had improved.	
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Minutes and Business Discussions:

Agenda	
1. Call to Order	Meeting was called to order at 5:33 by Calvin Voshell – President.
2. Meeting Minutes	The Meeting minutes from the May 9, 2016 meeting was reviewed and approved. Motion to approve the minutes was made by Ron Ferguson with 2nd by Betty Stivers with no abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon presented the financial report. At the end of May, 2016 the total financial assets currently on deposit: • Treasury Bonds - \$32,577.60 • Certificates of Deposit - \$102,742.75 • Money Market - \$57,935.23 • Checking - \$8,491.27 • TOTAL - \$201,746.85

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	• No money was deposited to the money market account this month. • Paid the insurance payment in the amount of \$755.96. • A CD in the amount of \$15,177.87 matures soon. The Board agreed to have Karen indicate to Anstaff Bank to let the CD roll-over with no further action to be taken at this time. • Water loss rate was calculated to be 26.8% for the month. Motion to approve the financial report was made by Ron Ferguson with 2nd by Barry Shechtman with no abstentions.
4. Water Operator's Report	Ivan Reynolds presented the Water Operator's Report: • Replaced 6 older meters. • Distributed a memorandum of agreement from Harbor Engineering outlining the approach to contracting the blasting and painting of the water tank. The Board agreed that there are more questions than answers about the Harbor memorandum and Barry Schechtman will contact them for more classification before any agreement is signed. • Distributed a letter from the Arkansas Health Department regarding the agreement to allow Freddie Edgmon to pursue a project to install a new line to his residence. The Board agreed to all the new line installation however, the water meter must be installed at the junction of the new Edgmon line and the main MSWA line. Odie Watts agreed to discuss the matter with the Edgmans and to write a letter back to the Health Department indicating the MSWA agreement with the project as long as the meter is located as indicated above. • Checked for low pressure at Gary Fowler's 2nd cabin and changed the meter. • Checked for leaks at Mike Lowe's residence and changed the meter. • Changed the meter at Dale Villine's after it stopped recording. • No water reported by David McClinton. Found the shutoff valve at the

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	meter was closed. Changed the meter while at the location. • Changed the meter at Edd French's home. • Changed the meter at Carol Clark's. • Delivered an easement from Tommy James for the overlay project. • Obtained prices for lead testing kits. Karen Edgmon agreed to order the kits and have the MSWA reimburse her once the kits arrived. • Obtained easements from Jane Kilgore, Ronnie and Eddie Kilgore, and Betty Brandt related to the construction of the overlay project. Motion to approve the Water Operator's report – by Betty Stivers and 2nd by Ron Ferguson with no abstentions.
5. Old Business	Reviewed the Action Items listed below for any status updates. • Barry Shechtman reminded the Board that the Butler vs. Mt. Sherman Water Association hearing is scheduled for Wednesday, June 22, 2016 beginning at 1:00 PM in the Newton County Court House. The court will only hear oral argument – not testimony.
6. New Business	• Everyone was encouraged to attend the court hearing at 1:00 on June 22nd in the Newton County Court Room in the case of Butler vs. the MSWA.
7. Adjournment	Meeting adjourned at 6:53 P.M.
8. Next Meetings	NEXT MEETING START TIME: The next regularly scheduled meeting will be on July 11, 2016 at 5:30 at 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
AI61	8/13/12	Work through the system to replace older meters that may not be recording properly. See notations above	Ivan Reynolds	ASAP	IN WORK
AI79	10/14/13	Follow up with Jane Kilgore to obtain an easement so the Patton water problems can be resolved.	Ivan Reynolds	10/14/13	CLOSED
AI 87	7/14/14	Write a letter to the ESI grant person justifying a request for grant and/or matching fund request to fund the project to replace the 3" line with a 6" line to enhance and support expansion of the MSHA system.	Odie Watts and Ivan Reynolds	8/11/14	ON HOLD
AI90	8/11/14	Meet with each property owner and review the impact of a new 20 ft. easement requirement for the installation of a potential over lay project to replace the existing 3" line with a 6" line in the Low Gap area.	Ivan Reynolds	9/8/14	IN WORK
AI93	9/14/15	Pay TECHRODIUM the first annual fee of \$402.50 for implementing the IRIS notification system.	Karen Edgmon	10/12/15	PENDING
AI94	5/9/16	Research the cost and availability of at least 6 lead level testing kits to determine the lead levels in the water both prior to and after fluoride has been added to the system by the OMRPWA.	Ivan Reynolds	6/13/16	CLOSED
AI95	6/13/16	Write a response to the Arkansas Health Department regarding the installation of a new water line for Freddie Edgmon. See Water Operator's Report above.	Odie Watts	7/11/16	OPEN

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI96	6/13/16	Order the lead testing kits from Amazon.	Karen Edgmon	7/11/16	OPEN
AI97	6/13/16	Contact Harbor Engineering for clarification on their Memorandum of Agreement to paint the Shiloh Water Tank and invite them to our July 11 Meeting.	Barry Shechtman	7/11/16	OPEN

Scribe:	Odie J. Watts	
Date:	November 9, 2015	Time: 5:30 PM – 6:20 PM

Board Members:

Key	Board Member Attendees: Key: * Attended, # Absent	Phone
*	Edgmon, Karen – CHIEF FINANCIAL OFFICER	861-5641
*	Ferguson, Ron – BOARD MEMBER	446-2910
*	Reynolds, Ivan – WATER OPERATOR	446-5352
*	Rylee, Quentin – VICE PRESIDENT	870-688-8018
*	Shechtman, Barry – BOARD MEMBER	446-6630
*	Stivers, Betty – BOARD MEMBER	446-5744
*	Szabrowicz, Ben – BOARD MEMBER	446-6007
*	Voshell, Calvin – PRESIDENT	446-2270
*	Watts, Odie – SECRETARY / TREASURER	446-2838

Board Meeting Attendees:		
	No customers or guests attended this meeting.	

Minutes and Business Discussions:

Agenda	
1. Call to Order	Meeting was called to order at 5:30 by Calvin Voshell – President.
2. Meeting Minutes	The Meeting minutes from the October 12, 2015 meeting was reviewed and approved. Motion to approve the minutes was made by Betty Stivers with 2nd by Ron Ferguson with no abstentions.
3. Financial and Water Association Director's Report	Karen Edgmon presented the financial report. At the end of October, 2015 the total financial assets currently on deposit: • Treasury Bonds - \$32,577.60 • Certificates of Deposit - \$102,742.75 • Money Market - \$44,838.66 • Checking - \$5,845.98 • TOTAL - \$186,004.99 • Purchased a supply of billing forms for \$370.40 which should last well into the future. • Spent \$89.50 for routine office supplies. • Deposited \$5,000 to the money market account. • Nothing out of the ordinary to report. Motion to approve the financial report was made by Betty Stivers with 2nd by Quentin Rylee with no abstentions.
4. Water Operator's Report	Ivan Reynolds presented the Water Operators Report: • Had problems with his printer so was unable to deliver the monthly Work Log to the Board for their review. • Talked to the Arkansas Rural Water representative about the status of our latest tank inspection report. Apparently, the pictures taken during

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	the tank inspection last month did not turn out correctly so another inspection will have to be made and new pictures will have to be taken before the final tank inspection results can be published. - Based on an estimate from Harbor Engineering the cost for sand blasting and painting the Mt. Sherman tank is estimated to cost \$56,300. More estimates will be obtained before any decisions regarding the tank repairs can be made. - Replaced 8 residential meters with high usage rate and another 35 have been flagged for replacement. Motion to approve the Water Operator's report – by Quentin Rylee and 2nd by Ron Ferguson with no abstentions.
5. Old Business	Reviewed the Action Items listed below for any status updates. - For Action Item 61, Ivan Reynolds has replaced 8 high usage residential meters during October and November and has another 35 meters flagged for replacement. - Action Item Status for the remaining items were discussed but there is no updates to the status of those items during this meeting.
6. New Business	- Ivan gave a status on the work going on at the booster station. New metal roof will be put on the vault containing the pump and pressure tank and the wiring to the pump will be replaced in the near future. The Board authorized Ivan to purchase the materials he needs to complete the work at the local Tanner's Hardware. - Nothing new to report on the pending law suit of Butler vs. Mt. Sherman Water Association. Still waiting for the courts to appoint a judge to hear the case. Motion has been filed to dismiss the case since local judges have recused themselves from the case. - The question about whether or not we have insurance on our inventory was raised. Karen Edgmon will contact our insurance carrier and determine what insurance coverage we have and if we need to purchase such insurance (ACTION ITEM). - A discussion was held about record keeping. Ivan Reynolds indicated he has several boxes of records regarding Sanitary Survey results and tank inspections. The Board agreed that Karen Edgmon should maintain all such records at a central location and that Ivan Reynolds should turn over all such records to Karen as soon as possible since the state Health Department requires these records be maintained for public access for at least 10 years (ACTION ITEM). - Since Shane Kilgore has accepted the role of a back-up water operator in the event Ivan Reynolds is unable to fulfill his duties Shane was given a set of water system maps. However, Shane Kilgore is no longer locally employed as a Water Operator the Board requested Ivan Reynolds get with Shane and ask that the set of water system maps be returned and handed over to Karen Edgmon for safe keeping in the central Water

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	Association files (ACTION ITEM).
7. Adjournment	Meeting adjourned at 6:20 P.M.
8. Next Meetings	NEXT MEETING START TIME: The next regularly scheduled meeting will be on December 14, 2015 at 5:30 at 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
AI61	8/13/12	Work through the system to replace older meters that may not be recording properly. See notations above	Ivan Reynolds	ASAP	IN WORK
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	PENDING
AI 87	7/14/14	Write a letter to the ESI grant person justifying a request for grant and/or matching fund request to fund the project to replace the 3" line with a 6" line to enhance and support expansion of the MSHA system.	Odie Watts and Ivan Reynolds	8/11/14	ON HOLD
AI90	8/11/14	Meet with each property owner and review the impact of a new 20 ft. easement requirement for the installation of a potential over lay project to replace the existing 3" line with a 6" line in the Low Gap area.	Ivan Reynolds	9/8/14	ON HOLD
AI91	7/13/15	Contact County Clerk's office for information regarding the law suit pending against the MSHA brought by Mr. Butler.	Karen Edgmon	8/13/15	PENDING
AI93	9/14/15	Pay TECHRODIUM the first annual fee of \$402.50 for implementing the IRIS notification system.	Karen Edgmon	10/12/15	PENDING
AI94	9/14/15	Complete the work on the booster station vault and replace the wiring to the pump.	Ivan Reynolds	12/14/15	OPEN

Item No.	Opened Date	Description	Assigned To	Target Date	Status
AI95	11/9/15	Check with our insurance provider to determine if our current insurance protects our parts inventory and if not find out what we need in order to provide that insurance protection	Karen Edgmon	12/14/15	OPEN
AI96	11/9/15	Turn over all records such as Sanitary Survey and Tank Inspection records to Karen Edgmon for her files.	Ivan Reynolds	12/14/15	OPEN
AI97	11/9/15	Get with Shane Kilgore and ask for the return of the Maps of the Mt. Sherman Water System he has in his possession so they can be maintained by Karen Edgmon in the MSWA central files.	Ivan Reynolds	12/14/15	OPEN