

MT. SHERMAN WATER ASSOCIATION

P.O. BOX 356

JASPER, AR 72641

(870) 861-5580

BOARD OF DIRECTOR'S MEETING

MONDAY, AUGUST 8TH 2014

5:30 P.M.

Dear Directors:

Enclosed please find the board minutes for July 2016.

Financial Reports will be made available at the meeting.

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

Thank You,



Karen Edgmon

Financial officer

Mt. Sherman Water Association

Scribe:	Odie J. Watts	
Date:	July 11, 2016	Time: 5:25 PM – 6:50 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:

	Mr. John Doyle of Harbor Engineering of Little Rock attended the meeting to discuss the Harbor cost estimate breakdown and approach to the project to sand blast and paint the Shiloh water tank. Mr. Doyle went over the cost estimates he provided in his 6/15/16 e-mail. He indicated that by self-funding the project the Water Association can save approximately \$19,000. He also indicated that there may be further savings if Harbor were to be contracted to do both the tank project and the overlay project the Board has been discussing during recent months. The self-funded cost of the tank project is estimated to be \$97,000 according to the cost figures supplied by Harbor. The actual construction phase of the project will be unlikely to begin until the Spring of 2017. In the interim the Board has to consider the best way to fund both the tank and the overlay projects.	
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Minutes and Business Discussions:

Agenda	
1. Call to Order	Meeting was called to order at 5:25 by Quentin Rylee – Vice-President. The first order of business was to discuss with Mr. Doyle the water tank refurbishment proposal as outlined above. Mr. Doyle left the meeting at 6:15 and the regularly scheduled meeting resumed.
2. Meeting Minutes	The Meeting minutes from the June 13, 2016 meeting was reviewed and approved. Motion to approve the minutes was made by Betty Stivers with 2nd by Barry Shechtman 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 - \$60,935.23 • Checking - \$7,652.56 • TOTAL - \$203,908.14

Agenda	
	• Deposited \$3,000 to the money market account this month. • Water loss rate was calculated to be 18.9% for the month. • Order the lead testing kits from Amazon. Will be reimbursed once the kits arrive. • Signed agreement to pay TECHRODIUM \$24.95 per month for contract to notify customer base of boil order requirement if needed. • Received the signed easement forms from Mr. John Butler but they were not notarized. The forms will be returned and the Butlers will be requested to have the forms notarized before they can be accepted. Motion to approve the financial report was made by Ron Ferguson with 2nd by Ben Szabrowicz with no abstentions.
8. Water Operator's Report	Ivan Reynolds presented the Water Operator's Report: • Replaced 4 older meters. • Set the pressure tank for Jerry Patton. • Marked the meter location for Freddie Edgmon new service. • Tapped line and set meter for Tim Earnst. • Tapped line and set meter for Eric Robb. • Delivered easement forms to John Butler. • Checked meter reading at Steel Creek. • Checked meter reading for Dustin Lager. • Laid out 7,000 foot water line crossing for Jane Kilgore. • Changed meter for Wes Bushnell. • Changed meter for Jimmy Keys. • Changed meter for Josh Traywick.

Agenda	
	• Changed meter for Jeff Villines. • Ordered and received 6 meter boxes and setters. Motion to approve the Water Operator's report – by Ben Szabrowicz and 2nd by Betty Stivers with no abstentions.
5. Old Business	Reviewed the Action Items listed below for any status updates. • Barry Shechtman indicated our attorney in the Butler case is having problems getting the final paperwork signed for the Non-Suit that resulted at the court hearing on June 22, 2016. Our attorney will bypass Butler's attorney and go straight to the judge to get a signed Non-Suit agreement.
6. New Business	• The Board discussed and agreed to pursue a line of credit with the Anstaff Bank to be used in the event there should be a need for emergency funding. The Board agreed to use the funds currently on deposit at the Anstaff Bank as collateral for the line of credit. The Board also agreed that once established, no one can access the line of credit unless at least three Board members sign the check. A motion was made by Betty Stivers and second by Ron Ferguson to establish the line of credit. No abstentions were recorded after a voice vote by the Board members. • The Board tasked Ivan Reynolds to pursue a request to ESI Engineering to obtain an electronic copy of the file which shows the path of the new line that will be installed by the overbuild project. • Once received from ESI Odie Watts will forward the electronic file copy showing the overlay project route to Mr. John Doyle so he can estimate the cost of the project.
7. Adjournment	Meeting adjourned at 6:50 P.M.
8. Next Meetings	NEXT MEETING START TIME: The next regularly scheduled meeting will be on August 8, 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
AI62	7/11/16	Contact ESI to obtain electronic copy of the path for the new line installation for the overlay project.	Ivan Reynolds	8/11/16	OPEN
AI63	7/11/16	Forward electronic copy of the path for the new line installation for the overlay project to Mr. John Doyle so he can estimate the cost of the project.	Odie Watts	8/11/16	OPEN
AI64	7/11/16	Mr. John Butler signed the easement for the water line across his property but he and his wife failed to sign in front of a notary. Karen Edgmon will return the easement form to Mr. Butler and inform him that the easement signatures must be notarized.	Karen Edgmon	8/11/16	OPEN

Mt. Sherman Water Association

9/7/2016 7:56 PM

Register: Bank of the Ozarks Checking

From 08/01/2016 through 08/31/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
08/01/2016	5260	Ozark Mtn. Regional...	Ask My Accountant		5,814.58		3,015.20
08/01/2016	5261	Henard Utility	Repairs and Maintenance		105.53		2,909.67
08/05/2016	5262	Tech Radium	Professional Fees		24.95		2,884.72
08/08/2016			Sales	Deposit		3,485.70	6,370.42
08/08/2016	5263	Odie Watts	Office Supplies		50.00		6,320.42
08/09/2016			Sales	Deposit		342.00	6,662.42
08/10/2016	5264	Buffalo River Ranch	Payroll Expenses		125.00		6,537.42
08/10/2016	5265	Jimmie Beets	Payroll Expenses		20.00		6,517.42
08/15/2016			Sales	Deposit		2,809.54	9,326.96
08/15/2016	5266	Leslie Daniels	Payroll Expenses		200.00		9,126.96
08/15/2016	5267	Leslie Daniels	Repairs and Maintenance		175.00		8,951.96
08/15/2016	5268	Dept. of Finance & A...	Ask My Accountant		950.00		8,001.96
08/15/2016	5269	Karen Edgmon	Payroll Expenses		981.50		7,020.46
08/15/2016	5270	Karen Edgmon	Rent Expense		75.00		6,945.46
08/19/2016			Sales	Deposit		2,537.41	9,482.87
08/19/2016	5271	Ivan Reynolds	Payroll Expenses		1,100.00		8,382.87
08/19/2016	5272	Ivan Reynolds	Repairs and Maintenance		75.00		8,307.87
08/23/2016	DBT	Ritter Communications	Telephone Expense	Deposit		44.69	8,352.56
08/23/2016	527DBT	Ritter Communications	Utilities		35.40		8,317.16
08/24/2016			Sales	Deposit		3,081.23	11,398.39
08/25/2016			Sales	Deposit		28.83	11,427.22
08/25/2016			Sales	Deposit		2,151.72	13,578.94
08/26/2016	DBT		Utilities		26.29		13,552.65
08/26/2016	DBT	Carroll Electric	Utilities		52.99		13,499.66
08/26/2016	DBT	Carroll Electric	Utilities		179.24		13,320.42
08/30/2016	5273	Mt. Sherman VFD	Ask My Accountant		1,247.72		12,072.70
08/30/2016	5274	Karen Edgmon	Ask My Accountant		100.00		11,972.70
08/30/2016	5275	Buffalo River Ranch	Payroll Expenses		125.00		11,847.70
08/30/2016	5276	Bob's Do It Best	Repairs and Maintenance		11.72		11,835.98
08/30/2016	5277	AnStaff Bank	Depreciation Expense		6,000.00		5,835.98
08/31/2016			Sales	Deposit		711.12	6,547.10
08/31/2016	DEP		Interest Expense	Deposit		0.55	6,547.65

DISTRIBUTION EFFICIENCY SUMMARY

	Gallons	Percent
Water Supplied to System	1,750,562	100.0%
Water Sold to Customers	1,463,752	83.6%
Utility Use (fire, flushing)	0	0.0%
Water Lost	286,810	16.4%
Average Use Per Account	4,662	
Accounts Using Water	314	

SUMMARY BY SERVICE

	Water	Sewer	Trash	Other1	Other2	Other3	Sales Tax
Charges	12,179.89	0.00	0.00	100.50	670.00	0.00	939.64
Count	345	0	0	335	268	0	339
Page	35.30	0.00	0.00	0.30	2.50	0.00	2.77

ACCOUNTS RECEIVABLE ANALYSIS

Balance Due on August 2016 Bills	14,883.86	344
Credit Balances	-1,727.91	25
Debit Balances	16,611.77	319
Payments	-15,147.52	310
Adjustments	-190.19	4
Balance after Payments and Adj	-453.85	35
Current	-1,320.96	21
30 to 60 Days Old	455.36	3
60 to 90 Days Old	211.40	8
Over 90 Days Old	200.35	3
Penalty Charges	265.93	42
Charges for Services	13,890.03	345
Balance Due	13,702.11	

Scribe:	Odie J. Watts	
Date:	August 8, 2016	Time: 5:26 PM – 5:53 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 guests or members attended the meeting.	

Minutes and Business Discussions:

Agenda	
1. Call to Order	Meeting was called to order at 5:26 by Calvin Voshell – President.
2. Meeting Minutes	The Meeting minutes from the July 11, 2016 meeting was reviewed and approved. Motion to approve the minutes was made by Ben Szabrowicz with

Agenda	
	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 July, 2016 the total financial assets currently on deposit: • Treasury Bonds - \$32,577.60 • Certificates of Deposit - \$102,742.75 • Money Market - \$63,969.13 • Checking - \$8,829.78 • TOTAL - \$208,119.26 • Deposited \$3,000 to the money market account this month. • Water loss rate was calculated to be 15.7% for the month. • The easement which Mr. Butler signed but was not notarized was returned and forwarded to his Fayetteville address along with a note asking him to re-sign the document and have it notarized before returning it to the MSWA. Motion to approve the financial report was made by Betty Stivers with 2nd by Barry Shechtman with no abstentions.
8. Water Operator's Report	Ivan Reynolds was absent and no water operator report was available to the Board.
5. Old Business	Reviewed the Action Items listed below for any status updates. • The lead testing kits purchased by Karen and handed over to Ivan Reynolds so he can begin his testing for bench mark reading prior to the addition of fluoride to the water as mandated by the Arkansas Health Department.
6. New Business	• Barry Shechtman presented the Board with a draft form to be completed when making contact with customers who have lodged a

Agenda	
	complaint or have made special requests to the Board.
7. Adjournment	Meeting adjourned at 5:53 P.M.
8. Next Meetings	NEXT MEETING START TIME: The next regularly scheduled meeting will be on September 12, 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
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AI63	7/11/16	Forward electronic copy of the path for the new line installation for the overlay project to Mr. John Doyle so he can estimate the cost of the project.	Odie Watts	8/11/16	CLOSED
AI64	7/11/16	Mr. John Butler signed the easement for the water line across his property but he and his wife failed to sign in front of a notary. Karen Edgmon returned the easement form to Mr. Butler and informed him that the easement signatures must be notarized.	Karen Edgmon	8/11/16	PENDING

MT Sturgeon water Board Meeting

Sept 12, 2016

Water operators Report by Ivan Reynolds

Date	Customer	Activity Performed	Time Started	Time Ended	Parts Used
7-17	Beka Hill	collected Deposit Jerry Johnson rental	4P	5:10P	---
7-19	Johnny Kellogg	Hook up Meter	10 AM	10:45P	1 meter S/N 52089747 Begin zero
7-25	Lynn Wade	chgd Meter	9 AM	10 AM	S/N 5208975C Begin zero
7-28	Roy White	chgd Mtr	8 AM	9:15A	S/N 52089695
8-5	Larry Chery	Added Meter	9 AM	11 AM	S/N 52089760 Begin zero
9-10-16	Steven Turley	chgd Mtr	10 AM	11:30A	S/N 52089284 Begin zero
9-10-16	Castle Bluff	Chg mtr	11:40A	12:15P	S/N 52089298 BGN ZERO
9-10-16	RANDAL Edgmon	Chg MTR	12:25PM	1:15P	SN 52089303 BGN ZERO
9/10/16	Tina Smith	Chg MTR	1:25P	2:45P	S/N 52089313 BGN ZERO
9-12-16	DAVID MAAM	Chg MTR	11 AM	11:40 AM	S/N 52089290 BGN ZERO
9-12-16	Joey Fiero	Chg MTR	11:55 AM	12:30 PM	S/N 52089297 BGN ZERO
9-12-16	JE Edgmon	Chg MTR	12:39P	1:10 PM	S/N 52089294 BGN ZERO
9-12	DAVID statton	Chg MTR	1:15 PM	1:30P	S/N 52089308 BGN ZERO
9-12	Johnny Hampton	Chg MTR	1:35P	1:55P	S/N 52089286 BGN ZERO
9-12	Ward Edgmon	Chg MTR	2:05P	2:45P	S/N 52089728 BGN ZERO