**NOTICE OF MONTHLY MEETING OF DIRECTORS**

**OF**

**WILLIAMS LAKE RECREATIONAL WATER AND SEWER DISTRICT**

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**NOTICE IS HEREBY GIVEN** that the monthly meeting of the Directors of Williams Lake Recreational Water and Sewer District will be held at the time and place stated below for the purpose of conducting the monthly business meeting of Directors, bringing the minutes current and transaction there of all such other business as may lawfully come before said meeting. Please see the Agenda attached hereto.

Date of Meeting: Friday, June 16, 2023

Time of Meeting: Regular Meeting 10:00 a.m.

Place of Meeting: via ZOOM and the Firehouse

(see ZOOM directions below)

TO VIEW THE MEETING REMOTELY, PLEASE FOLLOW THE LINK BELOW

Join Zoom Meeting

<https://zoom.us/j/89578991922>

Meeting ID: 895 7899 1922

Passcode: 475592

\_\_\_\_Anne Franken\_\_\_\_\_\_\_\_\_\_\_

Anne Franken, Secretary

**AGENDA**

**Williams Lake Recreational Water & Sewer District**

**Regular Meeting of Directors**

**Date: Friday, June 16, 2023 at 10:00 a.m.**

**Place:** Via ZOOM and the Firehouse

\**Denotes Action Item*

\*1. Call the meeting or order and record attendance

\*2. Changes to Agenda

\*3. Approve Agenda

\*4. Read and Approve Minutes of the regular meeting held Friday, May 19, 2023

\*5. Review and Approve the Financial Reports

\*a) Water and Sewer Bills – May

\*b) Sewer Assessments – balance of any outstanding invoices

\*c) Review and Approve the Financial Statements for the Water and Sewer Districts

d) Patron’s Comments

\*6. Operations: Unfinished Old Business

\*a) Jared updates – 10-year budget, BLM contract, electrical power system for sewer system.

\*b) Mark/Corey - Meter reading / water outflows to Lake / inventory of supplies and back-up parts

\*c) East Vault verify check valve – pended till spring

\*d) Review/Update By-Laws/Operating Manual - Review of formatting – other additions, changes

\*e) Telemetry System – Updates for Phase II, training and other discussion

\*f) Operator/Training Updates – make sure that all pumps are the same, maintenance program,

sensors at pump house easements for water system ROW

g) Patron’s Comments

\*7. New Business

a) Additional Water/sewer hookups – Richard Hone, Sewer

\*b) Purchasing of goods and services

c) Patron’s comments

\*8. Other

\*a) Other items/correspondence

b) Patron’s Comments

\*9. Call for Executive Session IRS 74-206 (I) (F)

10. Adjournment

WILLIAMS LAKE RECREATIONAL WATER AND SEWER DISTRICT

Regular Meeting – June 16, 2023

Minutes

The Meeting was delayed for approximately 15 minutes due to Search and Rescue Deputy had a brief presentation with regards to increased law enforcement on the Lake. Deputy Joe Foster will also be in attendance at the annual HOA meeting as well.

The Meeting was called to order at 10:15 a.m. by Llee Chapman, Chairman/Director. All members were in attendance in person and via Zoom included Llee Chapman, Layne Scholkowfsky, Gary Mulkey. Craig Ammar and Tim Murr were absent, both were excused a quorum was present. Also in attendance, Mark Moore, Rich Franken, Tom Buker, Russell Froemming, Todd Eckert and Leslie Shumate. Anne Franken was also in attendance.

There were no changes to the agenda. Gary made the motion to approve and Layne seconded to approve. Motion passed.

The minutes from previous regular meeting, May 19, 2023 were presented. Motion to approve by Gary seconded by Layne. All approved as presented.

Gary discussed the Water financial reports and automatic bills/payments for May/June, Layne seconded. All approved as presented.

Gary discussed the Sewer financial reports and automatic bills/payments. Motion to approve and pay bills as presented by Gary, Layne seconded. All approved. . We are only down to one unpaid sewer bill. We expect this person to be at the lake over the 4th of July and will get this collected then.

Jared was unavailable, however, Llee will be sending updated information to Jared, which we will incorporate at next meeting.

Gary stated the sewer pumps in stock will not work with any in our system. It is recommended that research is needed to determine the correct sewer pumps and see if we can exchange the ones we have.

Mark stated that we have no spare pump for stations 1,2,3 and 4. He stated that if we lose a pump, we will still have water temporarily, but a spare is necessary. He has received quotes between $1786 and $2100, with a call in for a third quote. Gary made a motion to purchase the necessary spare pump, upon receipt of 3rd quote. Layne seconded. Motion approved, not to exceed $2100. Mark will handle.

Mark also discussed the meter reading, it appears our meters are out of date and obsolete. There are no wands that will work with this antiquated meters. However, the current meters will work to determine outflow and leaks or excessive abuse of water usage. He has been manually reading these pumps at random. He recommends that costs in excess of $14,000 to change current meters would be excessive since there is currently no State requirement. As the wand is no longer needed, the motion for purchase will be discontinued. We will continue to work with Mark to read meters as necessary and work with Ed to get the most our of our telemetry system.

Ed had emailed the board, stated that the lightening may have caused some of the discrepancy in flows. All systems have been reset and appear to be working well. Mark will continue to review water outflows to the lake, as well. Llee will send a note to Ed reminding him to set up other Board members ability to monitor.

Llee discussed the East Vault check valve on the Southwest side of the Lake. It appears there is a need to have an automatic turn off valve, to prevent abuse. In addition, we currently have no access to that water vault to the campground, since it has a BLM lock on it. Layne made a motion to add our lock to the site, since this is our water source and necessary to monitor for potential leaks at the campground. Gary seconded. Motion approved. Llee asked Anne to draft a letter advising BLM that we are adding our lock to the water vault serving the campground so that we can monitor the water flow to the campground for potential leaks, due to aging system. We will also put a water facet at the campground with an automatic shut off to prevent that valve from flooding. We will include this in our letter to the BLM.

Anne is currently working on the By-Laws Operating Manual, she hopes to have completed and copies for each board member by next meeting. She will be using the printer in town when complete.

It was discussed that the Hahn house and the Gingerbread house have no meter, due to excessive rock. They currently turn their water off at their pump house behind Hahn house on the road. It was discussed that since there have been no issues, we will leave as is.

Mark will go through and set up inventory needs, procedures to set up regarding installing pump etc, and this will need to be certified regarding the water and the hook in to Ed’s Telemetry system. We need protocol with safety issues. We will add this to next month’s Agenda for further discussion.

Llee suggested that board members should consider assisting Mark in the purchasing of goods and services, Layne recommended it should be the entire board review as items presented, as we are currently doing.

Mark suggested that Ray’s and/or Dahle’s be given the combination and key for access to the pump houses. Board agreed, together with stipulation that we be provided a written report of work completed by these entities. We need to ask these vendors to let us know what is going on at the lake as people contract them to do the work.

Mark also mentioned that our samples should be taken at random, together with different homes to make sure we are receiving accurate readings. He will make this happen.

Llee and Gary have been in contact with Richard Hone regarding sewer/water hookups. There is currently no application on file. Russell Froemming stated that Richard will buy a lot from him to allow for a septic system to be installed.

Leslie Shumate advised the board of a visit by the Regional IWDR to check on flows coming out of their spring…. It is taking 3.8 seconds to fill a 5 gallon container, and estimates over 100 gallons/minute from the spring. Great news. She also questioned a concern by Kathy Glicksman regarding the garage built this past winter next door. Do we know if there was a building permit, etc., she is currently in contact with County due to an altercation with the owner.

No need for Executive Session.

Next meeting to be held Friday July 21, 2023 at 10:00 a.m. via Zoom and at the Firehouse.

Gary motioned to adjourn and Layne seconded. Meeting adjourned 11:36 a.m.