

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
WORK SESSION**

June 18, 2015

The Forest Lakes DWID Work Session was called to order by Chairman Lou St. Germain at 10:00 Am at The Water District Office. Present were Board Members: Mary Hume, Paul Studer, Sally Rottier, and Barb Purtymun. Staff Members present were Grant Cooper and Amy Belch. Cheryl Kight was absent.

1. Discussion Of Contract for Auditors

Mr. St. Germain questioned if the auditor's price was comparable with other auditor's pricing. Mr. Studer responded that a local business paid close to what F.L.D.W.I.D paid. Mr. Cooper stated he would contact Saunders Auditing and make sure the price is locked in for this fiscal year. Mr. Studer suggest that the office staff have everything in order prior to auditors coming to F.L. D.W.I.D. Mr. Studer recommends that we obtain an agreement with the auditor that we receive our results in 45 days from time audit is complete.

2. Discussion and Review of Elk Project

Mr. Cooper reports he will have the blue prints by the end of next week for Elk Project. Mr. St. Germain suggest that Mr. Cooper find out from the county once he obtains his permits how long are the permits good for. Mr. Studer reports the plan is to get blue prints by July 2015 and possibly start Elk Project August 2015.

3. Discussion and Review of CPA

Mr. Cooper reports Ms. Rottier, Mr. Studer and himself had an interview with the CPA June 9, 2015. Ms. Irwin is knowledgeable in water districts and has the qualifications to perform her duties with F.L.D.W.I.D as a CPA. Mr. Studer suggested we do not need an interview with Mr. Oberreuter because we know his qualifications. Mr. St. Germain agrees with Mr. Studer. Ms. Rottier states Ms. Irwin has sharp answers, she is very responsive to any question we have for her and she has the references to back up her qualifications. Mr. Studer suggest that F.L.D.W.I.D contact Ms. Irwin and Mr. Oberreuter to see if both can come in the office the last week of the month and go over particulars for annual audit. Mr. St. Germain will write a letter to Mr. Oberreuter.

4. Discussion and Review of CCR'S

Mr. Cooper and Ms. Belch contacted Ms. Black from ADEQ and clarified the process on the CCR'S. Ms. Black informed Mr. Cooper and Ms. Belch that CCR'S can be posted on our website, in our local community, and have copies for customers to pick up from F.L.D.W.I.D office. This is a savings of over \$700.00 to the water district. Ms. Nelson has posted our CCR'S on our webpage and has sent an email blast out of our CCR'S.

5. Discussion and Review of Echo Report

Ms. Johnson at last regular board meeting brought to Mr. Cooper's attention that in 7 quarters there were 7 items found in the Echo Report. Mr. Cooper researched Ms. Johnson's concerns and came back with the following: State Compliance Achieved: F.L.D.W.I.D has achieved all compliance's from 2005 to 2015. The one mark F.L.D.W.I.D had was a monitoring violation which consist of paper sitting on ADEQ desk and not getting reported in timely matter. Mr. Cooper reports he has researched all reports from ADEQ for the last 10yrs and with one monitoring violation for the last 10 years he is highly satisfied in F.L.D.W.I.D water testing system.

6. Discussion and Review of Master Plan

Ms. Hume suggested on page 3 paragraph 1, then needs to be changed to than. Mr. Studer reports all items in red ink in Master Plan will be changed to black ink once agreed upon. After making changes to Master Plan it will be approved by all board members and sent out to the county for

approval. Mr. Studer reports most of the changes to the Master Plan were completed two months prior. Mr. Studer reports that some statements made regarding the F.L.F.D. were removed from Master Plan. Mr. Cooper changed the number of residential customer to 858 and Commercial accounts to 14. F.L.D.W.I.D has 83 Fire hydrants and our three tanks have the capacity to hold 674,000 gallons of water. Mr. St. Germain suggest that on page 19, fiscal years 2015-2016 to 2019-2020 with all objectives listed F.L.D.W.I.D would spend a lot of money and his concern is not having \$500,000.00 in savings for emergency. Mr. Studer suggest the board can revisit the objectives on page 19 next year. Ms. Hume concern is pg. 13, goal 1, objective 1, the multilevel billing. Ms. Hume suggest F.L.D.W.I.D raise the flat rate instead of doing multilevel billing in future if needed.

7. Discussion and Review Snow Well

Mr. Cooper reports the Snow Well was tested to make sure it wasn't the arsenic that was causing the problems and it was not. He reports it is coming from the Well. Mr. Cooper is gathering all the data needed to see how the problem can be fixed. Mr. Cooper has contacted K P Ventures out of cottonwood and spoke with the manager. Mr. Cooper has received a proposal to pull the Well to find out if it is the casing or the pipe. Mr. Cooper will not have results until K P Ventures has completed all the testing. Mr. Cooper reports the cost of this project will be roughly \$6400.00. Mr. Cooper states KP Ventures is putting together a proposal for Well, the casing, and the piping. Mr. Cooper expects the proposal by Friday June 26th. Mr. Cooper will contact the forest service to see if we can obtain access through land to get to the Snow Well.

8. Discussion and Review Of Customer Account

Mr. Cooper reports that a customer had a leak and customer's bill is high. Mr. Cooper reports that the customer has contacted F.L. office to see if there is anything we can do for customer. Mr. Studer suggests that the customer make payment over the amount of his regular bill to catch up. F.L.D.W.I.D will work with the customer as long as customer is making a monthly attempt to catch up on his bill.

Mr. Lou St. Germain Closed meeting at 11:03 am.

Forest Lakes DWID
Minutes by: Amy Belch
Minutes approved: FLDWID

Lou St. Germain, Chairman

Sally Rottier, Secretary

Date