

**LPWWA Board of Directors
Meeting Minutes for
November 4, 2015**

1. Call to order- Meeting was called to order at 6:30pm, Board members in attendance were: Roy Horvath, Mardi Gebhardt, Barb McCall, Paul Gray, JT Coyne, Jeanette Haas, Kevin Mallow, and Frank Smith. Others in attendance were Celene Hawkins with UMUT, and Ken Spence.
2. Approve Agenda- No changes were made to the agenda
3. Review minutes from October 21, 2015 meeting –Frank reported that Barb brought out there was one spelling correction for a name which has been made. Kevin made a motion to approve the minutes, JT seconded the motion which was approved.
4. Comments and communications-Mardi reported that she had been contacted by Currier Construction Company about the advertisement for bid and she had directed him to the website. Roy got an email from Laura Spann, stating that Ken was the only person to submit a letter of interest in the open board position. JT reported that Mr. Zimsky also submitted a letter but it may be too late for consideration.
5. Treasurer's update & current invoices, update on insurance quotes & 2016 budget-We reviewed the budget numbers proposed and made some minor adjustments to certain values for legal, insurance, and other items. We reviewed the insurance estimates from Lauren Hix for insurance coverage. A subcommittee of Mardi, Roy, and Frank will review the proposed coverages and get back to the board with a recommendation. This committee will meet Tuesday, November 10, at 7pm, at Mardi's House. Mardi also stated we need another committee to review and prepare the cash flow projection for the ALP meeting November 17. Roy, Mardi, Paul, and Frank will meet Monday evening at 7pm. Mardi got concurrence on all three invoices from SUIT. Mardi asked Celene if there is any way we can get UMUT approval/concurrence. Celene emailed Joyce about this.

Old Business

1. Phase 0 updates-Roy has been in contact with Amy regarding the easements along the proposed route and she will get back with us as soon as she can, but she is currently tied up with a trial. Bid advertisement was published, the pre-bid conference will be November 10, 2015 10am at LPEA conference room. Celene stated she is working on the shared easement agreement for multiple pipelines sharing the same easement.
2. Phase 1 updates- Roy stated that we need to get an update out to the people who supported Phase 1 to let them know where we are in the process. We discussed mailing or emailing the invoices for the second half payment. Jeanette, Mardi, and Barb proposed to put together an informational letter. Celene needs a bill for the PER for upsizing the line, to submit to the grant funding agency she is working with.
3. Follow-up on meeting structure discussion, meeting schedule for 2016-Kevin sent out an email with the Bylaws, and formation agreement, as well as sample agenda and timeline for the meetings. Action Item list needs to be reinstated. Mardi brought up the change orders that may come about and how we would handle those in a timely fashion. Kevin stated that we talked about giving the Board Chair the authority to approve change orders. Or at the least an executive committee to approve, or a special meeting to address the issue. Over a certain amount (threshold) may need to come back to the entire board for review and approval. The design team will try to come back with a reasonable number to approve as the threshold number. Roy brought up the access of the G drive and that we may need to switch to a

commercial version of Dropbox that may be more accessible. We would have to pay for the commercial version but it would probably be more beneficial than what we are using today. Jeanette made a motion that Ken and Roy research the Dropbox or other options for caching documents and report back to the board on what they found, Barb seconded the motion, which was approved. If we change the board meetings to once a month it would happen after the first of the New Year.

New Business

1. Update on Water-Land Use Planning session October 23, 2015- Paul and Roy went to the meeting. Roy followed up with one of the staff members to find out whether the county planning commission would follow up with the different water districts, authorities, etc.
2. Next LPWWA Board meeting – November 18, December 2 & 16, 2015
3. Next ALP Board meeting – Tuesday, November 17, 2015, Marvel Grange Hall 5:00 PM
4. Next SWCD Board meeting – Tuesday, December 8, 2015, SWCD Conference Room 10:00 AM
5. Adjourn-8:10pm

Minutes as reported by Frank Smith, LPWWA Secretary



Approved on November 18, 2015