

LPWWA Board of Directors Meeting Minutes for May 31, 2017

Called to order at 6:40pm-Board members in attendance- Paul Gray, Roy Horvath, Kevin Mallow, Mardi Gebhardt, Ken Spence, Deb Flick, Barb McCall (via phone call), and Frank Smith

Minutes for May 10th, 15th 24th

Mardi had a change to 10th meeting minutes- first paragraph- Deb Flick had been in contact with Jana Schaefer. Second paragraph line 6 first word of line for email Line above it needs a dollar sign. Sentence that Roy made a motion to approve Canyon Construction's pay application.

May 24th minutes- paragraph review of communications- bottom- including with Kevin declination letter would information from Bartlett and West instead of for Bartlett and west in item #10.

Ken made a motion that we approve the minutes as amended for the meetings of May 10, 15th and 24th, Mardi seconded the motion which was approved.

Review of scope from Bartlett & West for Phase 1 design. Mardi had a comment about the invoices, and what we had discussed with Jeff in a previous meeting, Ken asked Jeff for what changes would be made to future invoices- Jeff in an email back to Ken stated that their invoices were a bit rigid meaning not many changes were possible but a breakdown or written description of the hours accrued and the purpose for accruing those hours in relation to the approved scope of work could be provided.

Kevin suggested that we go through the document and create a task list to present to B&W.

We reviewed the design cost breakdowns compared to the Letter of Conditions amounts listed. Roy stated that it is important to know what we have already paid towards this so we can count that as owner contributions. Mardi reviewed costs to date for easement acquisition, preliminary design, environmental report, legal, \$137,834.66

We can back that money out of debt service to the subscribers and get reimbursed for that cost. We must use our base first then we can move towards getting grant funds.

We discussed a plan to review and mark up the document and let Jeff review and agree to the changes and then let Amy review before signing it.

Deb moved that we accept the contract with additional verbiage provided by Jeff for the invoicing pertaining to this contract. Motion tabled for lack of a second to the motion.

Kevin stated that our attorney needs to review the document. Kevin asked if we can give our Board President the authority to sign the contract after Attorney review and considering the amendments we proposed tonight. Kevin made the motion to give the Board President the authority to approve and sign the scope of work with Bartlett & West for Phase 1, after attorney review –and under 4.01 of the contract-add that B&W would attach a supplement sheet that further defines the work completed in relation to the scope of work. Frank seconded the motion. All in favor. We will ask Amy to review a hard copy and would ask that her review be completed in no more than one week.

Roy will give Amy a copy of the contract for review.

Ken brought up the letter to subscribers- and the need to be consistent with the dates between letters. We will make July 10, 2017 the 30% deadline date to accept new subscribers at the current subscription rate. Frank made a motion to accept the June 1, 2017 letter to subscribers with the July 10, 2017 date, and the 30% design deadline, and the final date which we can accept new subscribers at the current subscription rate. Mardi seconded the motion which was approved. These letters will be sent via certified mail. We will ask Jeff to look into the new subscriber fee past the July 10th date and ask that he have something to us by the June board meeting.

Paul will find out with Chris at the school if the school can remain a posting location for our meeting agendas through the summer.

Roy updated us in the Raw water project progress. The clearing is done to CR 210 at the northwest end before the drainage pipe. There is a bluebird nest near the end of the clearing. The blasting is going on with drill holes being completed.

New alternate designee for the OM&R committee- Frank is the Primary, and Roy is currently the alternate, Ken stated that he could maybe do it. Ken is the new alternate to the OM&R committee.

Roy met with Jeff and Jeff will be moving to Kansas City around the first of August. But does not anticipate a big change in his involvement in our project. He and the company are both committed to this project.

Adjourn-Deb moved to adjourn the meeting- Kevin seconded the motion. 8:06 pm.

Minutes as reported by Frank Smith, LPWWA, Substitute Secretary


Approved June 14, 2017