

Granite Oaks Water Users Association  
**Board Meeting Minutes**  
Meeting of July 26, 2017

THOSE PRESENT

BOARD MEMBERS

Gerry Garcia, President Matt Bornyasz, Vice President John James, Treasurer Claire Hutt, Secretary Jim Bricker, Board Member Larry Dorrell, Board Member Jim Peterson, Board Member
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Contract Staff

Allan Kaplan – Accountant Jim Muylle - Fann Environmental Mike Young – Fann Environmental Bruce Eldredge, MDI Taxes & Accounting
-------------------------------------------------------------------------------------------------------------------------------------------

Guest: Duane Gann

Approved September 27, 2017

---

The meeting was convened at 8:00 am by President, Gerry Garcia.

**1. Minutes Board Meeting of May 24, 2017**

There being a change of dates on page 4 (date of annual meeting). No changes other suggested to the minutes, the President called for a motion to approve.

**Motion: John James moved to approve the May 24, 2017 minutes (draft1). The motion carried unanimously without a second.**

The President changed the Order of Business to allow Bruce Eldredge to discuss an emergency calling system (One Call Now).

Bruce passed stated that Board Members should have received two calls, one for a reminder of the annual meeting and one for a reminder of the Board Meeting. He stated there are two lists, one with all customers and one for Board Members. He passed out a list with Board Member contact data and asked that it be updated if incorrect. He stated that the price is \$1027, which includes an unlimited number of phone calls. The system could be used to announce Board Meetings, Board candidate deadlines, election results, etc. The reported that the system can be set to make calls during a specific time window set by input, ie. 9 am to 6 pm. The system will continue to attempt a successful call (and human answer or voicemail) during the call window. The caller ID number shown is the GOWUA number, identifying Granite Oaks Water Users Assn. He stated he has phone numbers for all but 30 customers. He stated he will include a notice with the bills asking for current numbers. A report is available showing calls completed and identifying uncompleted calls. Bruce suggested that someone other than MDI be trained on the system to make announcements. Claire Hutt asked whether there are written instructions for making announcements. Bruce said he would write up some instructions.

*Action Item: Bob Busch stated that he will modify the service application to request email addresses.*

**2a. Financial Report**

Allen Kaplan reported that June year to date profit is about \$10,000, which is above the budgeted amount. Revenue is right on budget and expenses are down quite a bit. Repairs and Maintenance were under budget by almost \$8,000. We have 469 customers. Revenue is down about \$4,000

from last year at this time. Expenses are about \$2,000 less than last year. This year, profit is about \$5,000 less than last year.

Cash us up about \$4,500 from year end 2016. A new 12 month CD of \$100,000 was set up with Amtrust, expiring in June 2018. Two CD's mature this year. One is for \$49,000 and one for \$100,288. John James is concerned about going over the insurable \$250,000 at Amtrust. It was the Board consensus that overage amounts be moved to the money market account.

## **2b. Operator's Report**

Jim Muylle reported that 2 coliform samples pulled – Both Negative. Jim reported that he included the tank levels, both before and after meeting reading. The difference was about 2 feet. Jim reported that as a result of the neighbor adjacent to the Deerfield well complaining of water drainage from Deerfield effecting their property, he has begun grading the site. He reported that Empire Cat is providing an estimate to replace a control panel for the generator at Glenshandra.

Claire Hutt asked if the new meter at Post Oak is operating correctly. Bob Busch commented that the readings are considerably off, and are not reliable. The readings are over a million gallons different from other data. Mike Young attempted to explain the calibration of the meter, and agreed to take another look at the meter.

## **2c. Manager's Report**

Bob Busch reported that unaccounted for water was 3.84% in June. In May it was .86%

Bob reported that there were 68 customers using over 30,000 gallons in June, with six using over 100,000 gallons.

He still has two customers who haven't completed their backflow prevention device tests. He will continue to follow up.

He distributed a copy of the System Water Plan, and asked for Board input of some sections of the Plan. There was some discussion about the various sections, with Board questions and input.

*Action Item: Bob Busch will submit the revised System Water Plan with input suggested by the Board.*

Bob reported that there was a question from a Board Member last meeting about the whether the management and officials liability coverage is needed if we have umbrella coverage. Bob reported that the umbrella coverage extends to listed coverages in the liability insurance policy. If management and officials liability coverage is eliminated from the underlying policy, it is not covered in the umbrella policy.

Gerry Garcia commented that perhaps a policy or bylaw change should be considered to change the date for new board members to take office. Currently the new board members take office right before the annual meeting. Maybe that should be changed. Bob Busch stated that bylaws call for an election prior to the annual meeting. That has already been missed. So has the election date for officers for the year. The bylaws also call for notice to shareholders two days before a change is voted on by the Board. After some discussion of alternatives, it was the consensus of the Board that an election be held in August so new Board Members could attend the September meeting.

*Action Item: Bob Busch will have a notice for candidates included with the next bill and schedule an election before the September meeting.*

President Gerry Garcia then directed the meeting toward the election of officers for the upcoming year. She noted that there are 5 members eligible to vote: Gerry Garcia, Matt Bornyasz, John James, Claire Hutt and Jim Bricker, Larry Dorrell's and Jim Peterson's term having expired.

Following nominations and voting, the following officers were elected for the 2017-18 term ending in July, 2018:

President: Gerry Garcia  
Vice President: Matt Bornyasz  
Secretary: Claire Hutt  
Treasurer: John James

## **2d. Curtailment Tariff**

Jim Bricker and Claire Hutt discussed proposed modifications to the Curtailment Tariff including notification and signage placement.

## **3. Old Business**

### **3a. Action Items:**

All action items have been completed.

### **3b. Annual Shareholder Meeting**

There was a general discussion about the agenda and items to include in discussion at the meeting.

Bob Busch reported that he has arranged for Doug McMillan, an engineer who is knowledgeable in water issue to present information about water levels in the area.

## **4. New Business**

### **4a. Tariff Schedule**

Claire Hutt reported that after he contacted the ACC, Bob Busch indicated that the ACC would not approve a revision of the Curtailment Tariff that omitted the requirement to augment water supply. There was some discussion about the notification provisions of the present tariff. It calls for notification via U.S. Mail. One Call Now would provide a much faster means of notification. There was also the question of available sources for hauling water and how it might be delivered. There was also a general discussion about homeowner responsibility in maintaining an emergency water supply.

Jim Bricker suggested that using signs with different colors for each stage of curtailment could be used to help with notification.

There were some comments about Board Members being capable of shutting down the system in event of an emergency.

### **4b. Operator Contract**

Bob Busch reported that the current operator contract expires September 30<sup>th</sup>. A Board decision about how to proceed is needed before the next scheduled meeting. Gerry Garcia stated that it is the Board's duty to get competing bids, even though we are happy with Fann Environmental. Mike Young stated that Fann Environmental would continue at the current rates. He requested that an RFP be used to get quotes so that all parties are competing on the same basis.

*Action Item: Bob will prepare and RFP and obtain quotes for operator services.*

There being no other business...

**Motion: John James moved to adjourn. Motion carried without a second.**

The meeting was adjourned at approximately 9:40 am.

**Next meeting: Wednesday, September 27, 2017, 8:00am – Post Oak Site.**

Minutes transcribed by Bob Busch

**Submitted By:**

---

**Secretary**