



Terrace Lakes Water Company

A Member Owned Non-Profit Corporation

REGULAR MEETING MINUTES

Meeting Date: January 3, 2022

Meeting Place: Board Member Largent home, 60 Star View Drive
(originally scheduled at 60 Sunrise, but due to lack of cell service for other Board members to participate, meeting was moved to 60 Star View).

I. Call to Order

The regular meeting was called to order at 9:35AM by Board President Dennis Largent.

Members Present: Largent, Cordova, Stillman, Woolsey (via phone) & Steele (via phone)
Members Absent: None
Also in Attendance: None

II. Approval of Minutes

1. 11/07/2021 Regular Meeting Minutes

A motion was made by Stillman and seconded by Largent to approve the TLWC meeting minutes of November 7, 2021.

After a unanimous affirmative voice vote, the motion CARRIED.

III. Agenda Items

1. ECWAG Grant Update

Steele asked if we had easements yet for the new well. Board President Largent informed the Board that Mountain Waterworks has contacted Givens Pursley to write up an easement agreement. Once the Agreement is complete, Tim Farrel and Rolly Woolsey will meet with Ilene Johnson to discuss the easement needed for the new well for the water system. Steele asked about visiting with the property owners of Well #6 to see if we can get an easement for the well. It was determined that the Board will visit with the attorney for well #6 and the well #3 project.

2. Approve ECWAG Project Invoices

A motion was made by Steele and seconded by Woolsey to approve Invoice number 5937, 5881, 5494, 5446, 5729, 6024 and 6064, and forward to USDA-RD.

After a unanimous affirmative voice vote, the motion CARRIED

3. Discussion on Submission of Previous ECWAG Invoices to USDA for Reimbursement
Cordova explained that two previous projects were completed in preparation for the ECWAG project; the Water Supply Evaluation (\$15,000) and the Pre-project Development (\$5,000). These may be eligible for reimbursement through USDA-RD as part of the total project. She continued that the Board will have to make a decision as to whether or not to submit the invoices and supporting documentation to USDA-RD for their consideration of reimbursement. The Board discussed it was a good idea to at least submit the documentation as the funds could be used toward any project overages or other needed projects if approved by USDA-RD.

A motion was made by Stillman and seconded by Steele to submit documents to USDA-RD for consideration of reimbursement for the Water Supply Evaluation and the Pre-project Development.

After a unanimous affirmative voice vote, the motion CARRIED.

4. Discussion of 2020 Audit
The Board reviewed the management letter from the CPA. Woolsey stated that the benefit of the audit would be that it could possibly be used to determine that a forensic audit is needed. It was determined that the attorney could give direction on whether or not to post on the website.
5. Discussion on Changing Late Fee Penalty Date
Cordova informed the Board that a subscriber had made a good point that applying the late fees on the 20th day after the bills were mailed did not seem fair since we bill a month in advance for providing water services. After discussion the Board agreed that applying the late fee the month after the bill is due would be more fair to the subscribers.
6. Treasurers Report
Cordova explained that the Treasures report for December was not ready and she would mail out to the Board.
7. Delinquent Accounts Update
Cordova informed the Board that she was making calls to delinquent account holders to let them know the availability of the Low Income Water Assistance Program and will follow up with letters.

IV. General Discussion

Under General Discussion, the Board conversed about the following:

- Cordova stated she is working on getting warranty deeds to determine who is eligible to vote in elections.
- Board President Largent stated there are several projects he discussed with the Water Master that we should include in a future master plan such as replacing the water tank

- on the south side as it is an old cement tank; installing water meters; security fencing around wells; looping existing lines for better flow through the system.
- Steele inquired as to when we should hold an annual meeting. Woolsey pointed out that after discussion with the Attorney, we need a determination on who can actually vote and the correct voting process. The Board is required to attend the Court proceeding on January 28 in Idaho City. The Board was hopeful that whatever determination is made after the court date would resolve the conflicts.

V. Adjourn

A motion was made by Largent and seconded by Stillman to adjourn.

After a unanimous affirmative voice vote, the Board adjourned at 2:05PM.

Signed and Approved this 6th day of February, 2022.

Dennis Largent, TLWC Board President