



# Terrace Lakes Water Company

*A Member Owned Non-Profit Corporation*

## REGULAR MEETING MINUTES

Meeting Date: May 2, 2021, 11:30AM

### I. Call to Order

The regular meeting was called to order by Board President Dennis Largent at Board member Steele's home.

Members Present: Chuck Steele, Dennis Largent, Mary Cordova, Rolly Woolsey

Members Absent: Julie Stillman was excused

Others Present: Terry Tucker, Cinter Waterworks

### II. Approve Minutes

#### 1. 04/04/2021 Meeting Minutes

A motion was made by Largent and seconded by Steele to approve the meeting minutes of 04/04/2021.

After a unanimous voice vote, the motion CARRIED.

### III. Agenda Items

#### 1. Appoint Review Committee –

Members of the Board postponed this item to the next regular meeting.

#### 2. Review of RFQ's for TLWC Engineer Services –

TLWC had received two responses to the Request for Qualifications for a new Engineer. One from SPF Water Engineering and one from HECO Engineers. The Board had not had a chance to review the RFQ's. This item was postponed to the next meeting.

#### 3. Appoint an Engineer for TLWC –

The Board was not ready to take action on this item and it was postponed to the next meeting.

#### 4. Discuss Fee Schedule –

Member of the board and Water Master Terry Tucker discussed at length. Being absent of any published fee schedule, the Board created a document of currently assessed fees.

#### 5. Set a New Commercial Water Fee –

The Board discussed setting commercial water usage fees in accordance with what is recommended by Idaho Rural Water Association, which is a rate/fee per Equivalent Dwelling Unit (EDU). Those fees will be brought back to the next meeting for discussion.

#### 6. Review Water Operator Contract

The Board discussed a contract with Water Operator Terry Tucker. After discussion about length of contract, responsibilities and price, the Board approved a contract with Cinter Waterworks.

A motion was made by Steele and seconded by Woolsey to approve a 2-year contract with Cinter Waterworks in the amount of \$3,850 per month; and authorized to purchase up to \$1000 on behalf of the Water Company.

At the roll call:

Ayes: Steele, Woolsey, Largent, Cordova

Nays: None

The motion CARRIED.

7. Appoint a Water Master

A motion was made by Woolsey and seconded by Steel to appoint Terry Tucker as Water Master for the Terrace Lakes Water Company.

8. NRTL – Schedule a meeting with Property Owners

This item was not discussed and was postponed to the next regular meeting.

9. General Liability Insurance – Discuss New Proposal

Cordova informed the Board that the General Liability Insurance was shopped for the Water Company. There is a proposal from Auto Owners which provides us better coverage, and also provides for Board coverage which was not previously in place. In addition, the annual amount is \$1,621 which saves the Company over \$3,000 per year.

A motion to

10. Discuss Upcoming Meeting with USDA-RD

Board President Largent noted there would be a Zoom meeting with USDA to confirm our progress under the Emergency Community Water Assistance Grant (ECWAG) and to ask questions about the current loan the Water Company is paying for.

11. Review of New Customer Bills & Website

The Board looked at the new website and saw what the new bills would look like when mailed out to members.

IV. General Discussion

None heard

V. Next Meeting Date

The next meeting date will be June 6, 2021, unless a special meeting is called prior to that date.

VI. Adjourn

A motion was made by Woolsey and seconded by Steel to adjourn; hearing no objections the meeting adjourned at 1:35PM

DRAFT