



Terrace Lakes Water Company

A Member Owned Non-Profit Corporation

REGULAR MEETING MINUTES

Meeting Date: December 3, 2023

Meeting Place: Board Member Cordova home, 60 Sunrise Drive

I. Call to Order

The regular meeting was called to order at 10:03A by Board President Rolly Woolsey

Members Present: Britson, Myers, McFaddan, Cordova & Woolsey

Members Absent: None

Also in Attendance: Dennis Largent, Water Master Terry Tucker and Cindy Tucker.

II. Approval of Minutes

1. 10/01/2023 Regular Meeting Minutes

Cordova explained that she has not yet completed the minutes.

III. Agenda Items

1. ECWAG Grant Update –

Woolsey explained where we are with the grant for construction of new Well #7. There has been no real progress since the completion of the well. He stated that it is over budget due to various factors by \$200K. Woolsey added that we have been given a lot of excuses as to why the project is not completed yet. Britson commented that there needs to be some checks and balances to make sure we aren't getting gouged. Woolsey continued that Mountain Waterworks is now owned by Merrick Engineering and suggested that the Board meet with Merrick to receive a thorough presentation on what has transpired to date. Tucker noted that the new well needs to be scrubbed, and that we can still request the old engineer, Tim Farrell, to help with the project. Woolley added that we did receive a bid from Stevens & Sons to scrub the well, but Merrick did not act on it. Myers asked if the pump station we are directing the water to from the new well needs improvement. Tucker replied yes and that a four-inch line is part of the next project.

Some members of the Board did meet with the MWW Engineer, Stuart Hurley, and he reported that the Well completion report has been approved by IDEQ. The well facility and pipeline draft preliminary engineering report (PER) has been completed but needs to be finalized based on funding acceptance. Also, the draft well facility design drawings and specifications have been completed and will be submitted to DEQ for review after approval of the PER.

The well still needs a bit of work before it can be put online. In addition, the piping and well house facilities still need to be completed. Woolsey stated that we need to find out if Farrell can act as our consultant on this project. Myers suggested that the Board set another meeting with Hurley to get updated on where we are with the project.

2. Approval of ECWAG Grant Invoice #2301998 Analytical Laboratories

A motion was made by Britson and seconded by McFaddan to approve ECWAG Grant Invoice #2301998 from Analytical Laboratories, and to submit to USDA for reimbursement.

After a unanimous affirmative voice vote, the motion CARRIED.

3. Approval of Grant Agreement with DEQ for Source Water Protection Grant

Cordova explained that is a grant we have recently been awarded in the amount of \$24,000 to abandon Well #2 and to place security fencing around some of our wells.

A motion was made by McFaddan and seconded by Britson to authorize Board President Woolsey to sign the paperwork for the Grant Agreement with DEQ for the Source Water Protection Grant.

After a unanimous affirmative voice vote, the motion CARRIED.

4. Approval of Road Repair Invoice

Cordova informed the Board that we had recently received a bill from Terrace Lakes Recreation Ranch for road repairs which was for a patch back of the asphalt disturbed during the water line break on Twilight. Britson stated he would contact TLRR to try and ascertain the actual amount incurred for the patch.

5. Resolution 2023-02 – A Resolution of the Board of the Terrace Lakes Water Company Authorizing Signatures, Including Facsimile Signatures, for Banking Services on Behalf of the Terrace Lakes Water Company

Cordova explained that this resolution is needed to provide the bank with authorization to remove Stillman and Largent as signers on the bank accounts, and to add two new signers.

A motion was made by Britson and seconded by McFaddan to add Woolsey and Britson as signers on the water company bank accounts.

After a unanimous affirmative voice vote, the motion CARRIED.

6. Discussion of Service on Non-Profit Board of Directors

A booklet from the Idaho Attorney General's Office regarding service on a non-profit board was distributed to the Board members. Woolsey stated that everyone needs to be aware of fiduciary responsibilities when serving on a non-profit board and continued that we are here to represent the subscribers. Britson stated that there should be no more 'us vs. them' from this point forward and he takes the responsibility very seriously. Some

discussion ensued regarding D & O insurance for the Board members. McFaddan stated that he would like to meet with Mike Kane to talk about what the next steps are for going forward. The Board decided that Woolsey and McFaddan would meet with Mike Kane to discuss the next steps for the water company.

7. Discussion on North Ridge Subdivision

Britson asked about the status of the easement for Well #6. Dennis Largent stated the TLRR has an easement, but it has never been signed or recorded which makes it nonexistent. Britson stated that he believes there is an HOA in place for North Ridge and Largent commented that there may have been one in the past, but it is now inactive. Woolsey added that he has tried to work with Lonnie Bramon to no avail. In addition, Monty Miller sent a letter to all North Ridge residents regarding the creation of an HOA, and he did not get a very good response.

Largent commented that DEQ wants the water company to set a meter on every property in North Ridge, or we could place a master meter to the subdivision. Terry Tucker added that we do currently have a 4" meter in stock, but it would require installation of power and a structure to house and protect the meter. Woolsey believed that a big reason the last vote failed to add North Ridge was because they use so much water. Tucker added that his records indicate that the water company's normal use of water more than doubled when water started being provided to North Ridge. He noted that the PRV's and infrastructure at North Ridge is currently in bad shape. Britson stated that he would talk to Lonnie and Val regarding the Mrc Johnson easement and paperwork for Well #6 and documents from XRoads conveying the infrastructure to the water company.

8. Set Next Meeting Date

The Board set the next meeting date for January 14, 2024.

9. November Water Testing Reports

No comments heard.

10. November Revenue & Expenses

Cordova explained that the reports and bank statements are posted on the website.

IV. General Discussion

- Britson asked about the claim for damage that was submitted by Valerie Jones. Cordova showed the Board the original claim submitted and that his had no dollar value. The insurance carrier denied the claim and explained it would be better for her to submit through her homeowner's insurance and then have that company subrogate. The process was explained to Jones.
- The status of the Water Operators contract was discussed, and it is still not signed.
- Cordova informed the Board that she is on the bank account and has been signing checks for bills. McFaddan suggested that when checks are signed, the person signing should add their title.
- Some discussion was had regarding who would fill the position of Vice-President for the Board.

A motion was made Myers and seconded by McFaddan to nominate Eric Britson as Vice

President for the Terrace Lakes Water Company
Board of Directors.

After a unanimous affirmative voice vote, the
motion CARRIED.

V. Adjourn

A motion was made by Britson and seconded by
Woolsey to adjourn.

After a unanimous affirmative voice vote, the Board
adjourned at 12:35 PM.

Signed and Approved this 28th day of January, 2024.

Rolly Woolsey, TLWC Board President