

# BLUE LAKE SPRINGS MUTUAL WATER COMPANY

## Minutes of the 3<sup>rd</sup> Interim Meeting • Held via Zoom

Saturday, November 14, 2020 9am

### CALL TO ORDER:

00:00:00 The meeting was called to order at 9:00am. Directors present were: Bill Cover, Dan Crosby, Jeff Jones, Bob Maginnis, Andy Rich and Sharon Tobias. Absent was Director Paul Penney. Also, in attendance were General Manager Dave Hicks, Administrative Operations Manager Lee Schmedes, Accounts Manager Carrissa Schlaht, Assistant Accounts Manager Kathy Powell and Legal Counsel Andrew Ramos.

### PUBLIC COMMENT:

00:00:00 No Public Comment.

### 00:01:58 APPROVAL OF CONSENT CALENDAR:

Two errors on the October 7, 2020 Special Meeting Minutes were noted and will be corrected on the website. One correction was under NEW BUSINESS: 1<sup>st</sup> MOTION. The correct accounting is: A **MOTION** was made by Director Jones, seconded by Director Tobias and approved by all in attendance to approve Amendment #7 from MC Engineering in the amount of \$146,420. The other correction is the time stamps. They will all be corrected.

**MOTION** A **MOTION** was made by Director Crosby, seconded by Director Rich, and approved by all present to accept the Consent Calendar with the noted change above.

### COMMITTEE / PROJECT REPORTS:

#### 00:03:44 Long Range Planning Committee:

Director Tobias reports on the USDA Project Financial status and Water Usage Data Points. Also discussed was hiring MC Engineering for an additional \$10,000 to submit maps for the entire subdivision not just the new infrastructure improvement areas.

#### 01:16:19 USDA Infrastructure Improvement / Meter Installation Project:

GM Hicks reports the Project is in its final stages and the Board needs to vote to accept the project as complete. Discussion ensued and the Board decided to hold a Special Meeting on Thursday, November 19<sup>th</sup> at 7pm to further discuss, and to take possible action, on the Project Completion and the 2021 Budget.

### UNFINISHED BUSINESS:

01:42:08 None.

### NEW BUSINESS:

#### 01:42:18 Correspondence:

Three shareholder letters were received and will be discussed in Executive Session.

#### 01:42:42 Report on Bi-Monthly Billing / Invoices / Receivables:

Assistant Accounts Manager Powell reports on the billing, invoicing and receivables.

#### 01:44:39 Reportable Items (former Action Items):

AOM Schmedes lists the Reportable Items.

### 01:45:35 EXECUTIVE SESSION:

**MOTION** A **MOTION** was made by Director Tobias, seconded by Director Rich to move to Executive Session.

### 02:54:17 RETURN TO OPEN MEETING:

During the Executive Session the Board discussed shareholder requests and decided on actions. Letters will be sent to the shareholders. Also, GM Dave Hicks is retiring effective June 2021. The Board has retained Director Rich to execute a search for a replacement for the General Manager.

### ADJOURNMENT:

02:59:49 As there were no additional items to come before the Board, a **MOTION** to adjourn was made by Director Tobias and seconded by Director Rich at 12:00 pm.

Respectfully submitted by AOM Lee Schmedes.

### APPROVED:

**Next Regularly Scheduled Meeting: January 9, 2021 at 9am**