



**Regular Board Meeting Minutes**  
**Jan. 22, 2024**

The Regular January Board meeting of the Lee Hammond MDWCA was called to order at 17:59 on Jan. 22, 2025, at 414 RD 5500 by Barbara Kiipper.

**Present**

Barb Kiipper

Carol Cloer

Tye Bell

Joe Lewis

Don Zwiener

Steve Wamell

Bill Van Huss

Aaron Lee

Tiffany Alcon

**Old Business**

After the review of the minutes of Dec. 18, 2024, Barb asked if there were any questions or concerns, No Questions/Concerns

Barb asked for a Motion to approve the minutes from December.

***Bill Van Huss Motioned, Carol Cloer seconded to approve the Dec.18, 2024 minutes. All in favor. Motion carried.***

## **Approval of Agenda**

The agenda included Consideration of minutes from December, Financial report, operating report, Discussion and approval of Resolution 25-03-Budget adjustment for CY 2024 Final Budget, Discussion and approval of resolution 25-01- Open meetings Act Resolution, Discussion and approval of Resolution 25-02- CY 2025 final budget. Discussion and approval of 2025 Board member Election Ballot. Board Training Member/customer issues. Directors comments/other items, Adjournment.

Barb asked for Motion to approve Agenda. **Steve Wamel moved, Tye Bell seconded to approve the agenda. Motion carried.**

**NOTE! Made a small adjustment to the agenda and added Member/Customer issues towards the top instead of at the end, so if any one is here they can address and leave if they wish.**

## **System Report**

### **Financial Report**

Aaron gave a financial report for December. Revenue for December was \$114,396 99% of the budget. Right at our budget.

Expenditures were \$97,992, 89% of budget. This amount does include our loan payment, we believe.

Our Net revenue after all of our expenses was \$10,821.07.

Revenue for the year we are at \$1,190,296 102% of Budget, Which was just a little over what we budgeted for the year.

Expenditures for the year was \$879,971 68% of our budget, and net revenue was recorded at \$310,326.

We didn't spend a lot of money last year because we were short handed. We hope to get another one hired, so this coming year we can do more of our capital outlay, system enhancements.

Resolution 25-03 Budget adjustments for CY 2024 Final Budget: We didn't make any budget adjustments yet, State didn't actually approve our budget until September. Aaron has been trying to get all the reports all in, He has 2 of them in and talking to budget analyst and was advised that needed to get the one adjustment done before the 3rd and 4th quarter reports, so that it all goes in right. So we have the one adjustment of about \$80,000 but we are only moving it from one line item to another. The two big changes was the vehicle accident, and the Waterworth software that was purchased. The other one changed was the debt service fund. We have to break up the payment vs the interest that is paid. Numbers stayed the same, just broken up between the two.

**We need a motion for the approval of the Resolution 25-03. Carol Cloer Moved, Bill Van Huss Seconded, all in favor, Motion carried.**

**Operation Report:**

For December we treated 11,744,787 and we sold 11,578,251 gallons of water. We were off about 160,000 leaks, adjusted tank levels, all those things affect that number.

**Resolution 25-01-Open Meetings Act:**

This we have to do every year, Basically states that we are subject to open meetings act, and we have to put out notices for our monthly and annual meetings at least 5 calendar days in advance. Aaron tries to send out the agenda at that time. The agenda is due 72 hours in advance, but most of the time is sent with the meeting

notice. Possibly gonna try a consent agenda to make some of the meetings go a little quicker, and with only one motion on the things we talk about every month.

**Motion to approve the Resolution 25-01: Tye Bell moved, Joe Lewis Seconded, all in favor, Motion carried**

Resolution 25-02-CY 2025 Final Budget:

A few line items were moved due to adjustments made last year, and so we don't have to make those same adjustments like we did last year. This includes \$240,000 for fire hydrants and valves. Also includes everyone's salaries, with a cushion for any raises for water operator testing that is done. The state doesn't like when you go over what you have budgeted for, so some of the numbers might seem large. The state is ok with that, just not too fond if you go over the budgeted number.

**We need a motion for Final budget resolution 25-02: Tye Bell moved, Bill Van Huss Seconded, all in favor, motion carried.**

Discussion and Approval of 2025 Board Member Election Ballot:

We have 4 Candidates, and we have 4 open positions. It's pretty much a done deal, but I still have to send out the Ballot. We have Teresa Stevens, Moses Herrera, Russell Cloer, and Douglas Smith.

**We Need a motion to approve the Ballot: Joe Lewis Moved, Carol Cloer Seconded, all in favor, motion carried.**

Board Training:

½ Hour-We have to have training requirements now that we are a LPB.

Training: Board Member roles and duties!

Comments:

The board would like to have the Mission posted in the Conference room and in the office.

Our Next meeting will be Feb. 19, 2025.

Our Annual Meeting will be March 19th.

**Executive Session:**

No Executive Session during this meeting.

**There being no further business, adjourned the meeting at 18:40.**

A handwritten signature in black ink, consisting of a large, stylized initial 'B' followed by a series of loops and a long, sweeping horizontal line extending to the right.