



MINUTES

DATE/TIME/LOCATION:	September 20, 2023	7:00 PM	Leeds Town Hall
TYPE OF MEETING:	Board of Directors Meeting		
NOTE TAKER:	Layna Larsen (Corporate Secretary)		
ATTENDEES:	Board Members: Don Fawson (P), Doris McNally (T), Kurt Allen (VP) is sick, Alan Cohn (M) In Virginia on business Brant Jones (M) has a Family emergency Staff: Layna Larsen (Corp Secretary) Mark Osmer (Field Op Mgr) Shareholders: Ron Cundick		

Agenda Topics

I. CALL TO ORDER [Don Fawson @ 7:00PM]

CALL TO ORDER	Don Fawson - Lets begin. We would like to welcome you here tonight.
ROLL CALL	PRESENT: Don Fawson, Doris McNally
PRAYER	Don Fawson
PLEDGE	Don Fawson
CONCENT AGENDA	Consent agenda consist of the acknowledgment the meeting notice was posted. It is also a vote to accept this month’s agenda and the previous month’s minutes.
VOTE	MOTION TO APPROVE TONIGHTS MEETING AGENDA: Doris McNally SECOND: Brant Jones MOTION APPROVED: Unanimously
VOTE	MOTION TO APPROVE PRIOR MEETING’S MINUTES: Doris McNally SECOND: Brant Jones MOTION APPROVED: Unanimously

II. ANNOUNCEMENTS [Don Fawson]

DISCUSSION	AGENDA OUTLINE
Don Fawson - So, we're not going to be able to make any decisions tonight, but I think we can still discuss some information that we can put in the minutes and then put on the website.	

So, the first thing I wanted to do is mention that we have gone through the minutes from last month and we have reached out to the other Board Members and got their approval of those minutes. So, we'll ask Layna to go ahead and post them, so we don't have to wait another month to put them on the website.

DISCUSSION	DECLARATION OF ANY CONFLICT-OF-INTEREST
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Don Fawson - Since we don't have any issues that we're going to need a conflict-of-interest statement, we will bypass that.

III. OFFICERS REPORTS

a) PRESIDENTS REPORT [Don Fawson]

DISCUSSION	NEW PROJECTS
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Don Fawson - (Addressed to Ron Cundick) Kurt was talking about possibly getting with the Town, to do a report on where all the projects are to bring you guys up to date. So, I don't know if you could work with the Town or Azeneth, (Town Secretary) whoever can put him on the agenda. That would allow him to give the Town Council report on LDWA projects.

DISCUSSION	LWC
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Don Fawson – One of the things we are continuing to do is work with Brant Jones and LWC's Board to get our combined Water Agreement up to date. We're want it to reflect the use of the State Engineers water rights chart for shared water use.

DISCUSSION	SURVEY
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Don Fawson - Doris, how is the survey coming?

Doris McNally - Phenomenal, over 60% of our shareholders have submitted and I have to say that's crazy. I mean most surveys when you send them out, you're lucky if you get 5% or 10% response and 60% of our shareholders have completed it.

As a side note, of the 60% that have completed it, 50% of them are also LWC customers. So, we know that the potential of a cross connection is more likely to occur with a LWC / LDWA customer, so those customers are identified and if we had concerns about them, Mark, could go out and meet with them.

For the people who haven't responded yet, we've written a letter and we're targeting a specific letter to all those people saying listen, we missed your response to the survey, please, it's important you send it in. And we're sending them a PDF version of the survey where they'll have to fill it out and then they can mail it in with their monthly bill payments. I believe we can get over 75%. If that happens, it's going to be amazing. I mean that's one of those things where the Rural Water Company will want us to do another presentation because you never get that kind of success or information. So, we're very appreciative of the shareholders for responding in the manner they have.

Don Fawson - Absolutely. There have been some that have asked questions and both Mark and I have responded to those inquiries.

Mark Osmer - I've gone out to a bunch of different people and just helped them.

Don Fawson - Some have just called to get information.

DISCUSSION	FLUME
<p>Don Fawson – Mark have we had any more action on the Flume 2 home water monitoring systems? Any recent ones?</p> <p>Mark Osmer - Just, batteries have been going dead.</p> <p>Doris McNally - Yes, my battery went, it is 2 years old, and it finally died. The batteries were on back order, but I received my replacements last week. The Flume 2 units have become very popular. So, when your unit says it is time to order new batteries, get on it!</p>	





b) OPERATION / FIELD REPORT [Mark Osmer]

DISCUSSION	REPAIRS & MAINTENANCE
<p>Mark Osmer - We passed our BacT test again this month. We've been flushing hydrants. We've just got a few more downtown, but the Town has been working on drainage on Valley Road, and I didn't want to flood them out while they were doing that. I have also been going around helping a number of people with the survey.</p>	

DISCUSSION	SANITARY SURVEY
<p>Mark Osmer - We have our sanitary survey coming up on the 29th. The guys coming down on the 29th, which is Monday, isn't it?</p> <p>Layna Larsen - No it is a Friday</p> <p>Don Fawson - Do you feel confident you're ready for that?</p> <p>Mark Osmer - Yes, I'm sure he is going to find something, they always do, but I think we're good. Do we have our cross-connection program ready for review, because we are going to need that.</p> <p>Doris McNally - Yes and he'll be impressed by that.</p> <p>Don Fawson - And I saw you've got <u>Mark's Cross Connection Certificate</u>.</p> <p>Doris McNally - I did and I got you up on the website. I noticed they didn't have your proper number up there. So, I contacted them, and she did it overnight. It was perfect.</p>	

DISCUSSION	LEAD AND COPPER TEST
<p>Mark Osmer - Mark Osmer - Then we took a bunch of lead and copper samples and nitrate samples this week and I sent them off today to Chemtech Ford, so they should get them in the morning.</p> <p>Don Fawson - OK, very good. Doris I'd like to have you go ahead and go through the financials.</p>	

c) OFFICE FINANCE REPORT [Doris McNally]

DISCUSSION	ANNOUNCEMENTS/BILLING/COMMUNICATION [Doris McNally]
<p>BILLING for August was completed/mailed on Sept. 1st.</p> <p>NEWSDRIPS The August Invoices included article on the Cross Connection Control Survey, reminding shareholder to submit their survey.</p> <p>As of today, 57% of our shareholders have returned their completed surveys. This is very impressive, but we believe we should be able to secure a higher number. We have prepared an email to those shareholders who we have not heard from asking them to comply to this obligation we have as Association to requirement set forth by the State of Utah Division of Drinking Water (DDW) & the Department of Environmental Quality (DEQ).</p> <p>I'd like to suggest we include an article on PayClix our online bill payment solution with e-checks or credit cards. 35% of our shareholders have now used PayClix since its inclusion to our payment options since Jan 2021.</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">  <p>REMINDER!!!!!!</p> <p>By now you have received the survey we sent to be in compliance with the State of Utah Division of Drinking Water (DDW) & the Department of Environmental Quality (DEQ). To those who have responded to the survey, Thankyou.</p> <p>To those who have not, it is very important you do.</p> <p>By maintaining compliance with DDW/DEQ regulations you help keep our Water Company "safe & independent"</p>  </div> <div style="border: 1px solid black; padding: 5px;">  <p>Online Bill Payment with e-check or credit card</p> <p>Paying your water bill online with PayClix.com</p>  <p>Your LDWA water bill can be paid online through PayClix.com. PayClix is a secure, fast online payment portal where you can use your computer, smartphone, or tablet to pay your bill on-the-go and make payments anytime, anywhere. For both online and mobile payments, you can pay via automated transfer from your credit card, debit card, or an E-Check.</p> <p>You can pay by phone: (866) 729-2549. Talk to a Live Representative who will assist you. (Monday through Friday from 7:00AM – 3:00PM MT) or you can pay online @ payclix.com/LDWA.</p> </div>

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<p>PAYCLIX In July we had 81 shareholders paid their bills using this payment option. The total amount collected through PayClix was \$6,868.82. With 54% paid via credit cards & 46% via echecks.</p>	<table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Credit Cards</th> <th colspan="2">Electronic Checks</th> <th colspan="2">PayClix®</th> </tr> <tr> <th>Count</th> <th>Credit Cards</th> <th>Count</th> <th>eCHECK</th> <th>Count</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr><td>Jan-23</td><td>39</td><td>\$2,042.98</td><td>26</td><td>\$1,448.97</td><td>65</td><td>\$3,491.95</td></tr> <tr><td>Feb-23</td><td>42</td><td>\$2,686.29</td><td>27</td><td>\$1,050.32</td><td>69</td><td>\$3,736.61</td></tr> <tr><td>Mar-23</td><td>47</td><td>\$2,156.00</td><td>29</td><td>\$1,593.07</td><td>76</td><td>\$3,749.07</td></tr> <tr><td>Apr-23</td><td>45</td><td>\$2,267.30</td><td>28</td><td>\$1,130.00</td><td>73</td><td>\$3,397.30</td></tr> <tr><td>May-23</td><td>45</td><td>\$2,664.39</td><td>30</td><td>\$1,703.07</td><td>75</td><td>\$4,367.46</td></tr> <tr><td>Jun-23</td><td>49</td><td>\$3,267.88</td><td>28</td><td>\$2,453.49</td><td>77</td><td>\$5,721.37</td></tr> <tr><td>Jul-23</td><td>49</td><td>\$4,755.93</td><td>32</td><td>\$3,188.46</td><td>81</td><td>\$7,944.39</td></tr> <tr><td>Aug-23</td><td>48</td><td>\$3,720.80</td><td>34</td><td>\$3,148.02</td><td>82</td><td>\$6,868.82</td></tr> <tr><td>TOTAL</td><td>364</td><td>\$23,561.57</td><td>234</td><td>\$15,715.40</td><td>598</td><td>\$39,276.97</td></tr> </tbody> </table>		Credit Cards		Electronic Checks		PayClix®		Count	Credit Cards	Count	eCHECK	Count	TOTAL	Jan-23	39	\$2,042.98	26	\$1,448.97	65	\$3,491.95	Feb-23	42	\$2,686.29	27	\$1,050.32	69	\$3,736.61	Mar-23	47	\$2,156.00	29	\$1,593.07	76	\$3,749.07	Apr-23	45	\$2,267.30	28	\$1,130.00	73	\$3,397.30	May-23	45	\$2,664.39	30	\$1,703.07	75	\$4,367.46	Jun-23	49	\$3,267.88	28	\$2,453.49	77	\$5,721.37	Jul-23	49	\$4,755.93	32	\$3,188.46	81	\$7,944.39	Aug-23	48	\$3,720.80	34	\$3,148.02	82	\$6,868.82	TOTAL	364	\$23,561.57	234	\$15,715.40	598	\$39,276.97	
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DISCUSSION**JUNE 12 DEPOSIT [Layna Larsen]**

Layna Larsen – On Jun 12th we processed the checks received through RVS and deposited on the remote machine. We received the usual response saying that it was received and processed. Then towards the end of the Month Jennifer Lefler, our accountant, noticed it never showed up in our account. So, I contacted the business dept of MACU and they said they would look into it and on July 12th they deposited it into our account. Then they removed it again in August and I called and asked why that deposit was withdrawn from our account, they said they would look into it and then they redeposited it.

Then the 1st part of September shareholders started calling and saying we were depositing money into their accounts. So, then we contacted Jake our MACU representative and explained that personal checks are not being processed on their end because shareholders say they are still seeing the funds in their accounts and that bank checks were removed from our account and returned to Shareholders. So, he contacted the people over this area and researching they found that the deposit was completed correct on our side, but that the bank did not finalize and process the checks correctly on their end. Then they explained that when a check is generated from the bank the money is automatically removed from the account and if it is not processed within 90 days it is returned to the persons account. So, we had 11 checks removed from our bank account and replaced into the shareholder’s bank account. We then removed it from our books for June 12th and sent a copy of the check and letter from the bank to these shareholders to let them know what happened and asked them to re-send their June Invoice payment.

I am still getting a few calls from shareholders that wrote personal checks that say they have not been withdrawn from their accounts. At this point I don't know what else to do. The bank has been contacted 5 different times about this one deposit and we have explained that personal checks are not being processed on their end and withdrawn from the shareholders bank account as well as that the bank checks were removed from our bank account, which they sent us copies of.

Doris McNally - The 11 people who were affected with bank generated checks received a letter from us explaining what happened and were given a copy of the bank letter explaining what happened and apologizing for the inconvenience. This is one of the checks that did not go through, and he signed the check for us to re-deposit it. There were 11 shareholders affected by this and it was a software glitch on MACU's side not on LDWA's.

Layna Larsen - We have been telling them all along and 3 months later we are still dealing with it.

Doris McNally - Jennifer Lefler deserves a lot of credit, she is the one who picked up on it. Balancing the books, was when she picked up on it.

DISCUSSION**DEVELOPMENT AGREEMENT – Silver Eagle Estates**

Doris McNally - We received the development agreement from Peter, and it has been sent to Devin and Steve. They say thank you and will get back to us.

DISCUSSION**WATER RIGHTS - PROTEST RESPONSE**

Doris McNally - I haven't heard from our attorney yet relative to protests posted to our water rights transfers, I am expecting the protest response from him today.

Layna Larsen – He sent it this afternoon. Directly emailed to DDW and a copy to us.

Doris McNally – Great I hadn’t seen that, but good news.

Don Fawson – Basically we had Riley with Jones and DeMille our engineer going through all the water rights and work with the State to make sure they have all been recorded properly. I called the State on one of them yesterday and they said they received that, and it was a request for a review of 530 some odd acre feet of water. They are in the process of reviewing those right now because some of them have not been taken care of properly.

Anyway, part of that was one or two water rights coming over from Sand hollow and there was some of the Hogan Springs rights. Some of them are OK, but some of them hadn't been completely processed. We are just trying to get all that straightened out. So, based on that, Susan Savage, Allen Howard and their group had registered a protest relative to those transfers and they had some questions and concerns. We had Peter go through those questions and address them for the State. So that is where we're at.

Doris McNally - Background - We had gone to Nathan Moses, a State Water Engineer, and others, and they had given us guidance. They told us what we need to do. So, they're confident that there's no standing for any of those things, but we still have to go through the process.

Ron Cundick - I know we had to pay our former Engineer to go through and do that, so we are paying for it twice.

Don Fawson - Maybe, but apparently based on what the State is saying it had not been completed. I am not saying LDWA didn't complete it, the State didn't complete it, so we want to make sure it gets done this time.

Ron Cundick - I know there were several water rights that had not been proved up on, that are on the schedule and I was worried about some of those. There weren't many, but there were some. The State said we need to review those, and I don't know whether those were approved or not.

Don Fawson - I don't either, we have left it up to our Engineers to get it straightened out and are looking forward to the completion.

Ron Cundick - Well that's their business they should do it.

IV. SHAREHOLDERS COMMENTS

DISCUSSION	SILVER EAGLE ESTATES
<p><u>Ron Cundick</u> – Could I ask a question? What's the status of the water with Silver Eagle now?</p> <p><u>Don Fawson</u> – They have completed LDWA requirements including bringing water.</p> <p>.</p> <p><u>Doris McNally</u> - They have received a Will Serve Letter from us. They've proved to us they've done everything they needed to do with the water rights. They are at the point now where they need to go to the town. They've gone through planning. I don't know if you've known that, but they're at a point now where they're planning on coming to the Town Council.</p> <p><u>Ron Cundick</u> - I have not been to Town Meetings for a couple months now.</p>	

Don Fawson - Let's close the meeting.

Doris McNally - I Motion to close the meeting, Second, etc

Don Fawson - Thank you.

V. MOTION TO ADJOURN MEETING

VOTE

MOTION TO ADJOURN MEETING: Doris McNally | SECOND: Don Fawson
MOTION APPROVED: Unanimously

ADJOURNMENT: 7:22 PM



Layna Larsen / Corporate Secretary