

High Knob Utilities, Inc.

Meeting Minutes for November 8, 2003

Call to Order: Keith Arnett called the monthly meeting of the High Knob Utilities, Inc (HKUI) Board to order at 8:00 am. Members in attendance were Keith Arnett, Jem Anderson, Bob Brown, Scott Cooper, and Josh Douglas. After initial welcoming remarks, Mr. Arnett introduced Jem Anderson and Scott Cooper as the newly-elected Secretary and Vice-President, respectively, of the Board.

Previous Minutes: Jem Anderson read from his notes of the October meeting, which the Board approved as presented. Mr. Anderson committed to providing typewritten minutes via email later in the month.

Treasurer's Report: Mr. Brown provided the Board a monthly report, with pencil-annotated changes that shifted \$18,800 from Capital Projects to Expenses to account for actual expenses to date. The Board accepted the amended report. Approval of the 2001 audit was deferred to allow discussion about issues of concern.

Operations Committee Report: Mr. Arnett provided the Board with the minutes of the October meeting, which addressed the status of the HKUI water improvement project, water taps, water testing, use of High Knob Owners Association labor, and preliminaries activities for the 2002 financial audit. The Operations Committee will meet again at 7:30 pm on November 17th, in the HKOA/HKUI Office.

Water Manager's Report: Dan Althouse reported that the HKOAI staff had made significant progress on waterline projects along Windy Way and Greenfield Road, installed three new taps, replaced two meters, and found/repaired two of the three significant leaks localized on High Knob. Daily water production averaged approximately 55,000 gallons per day. All disconnects are complete from the last billing cycle.

Pending projects include upgrading the Playground valve room and junction, continuing reservoir activities, and clean up of past projects

Unfinished/New Business: The board reviewed and discussed a letter from Herb Morgan, who, at the request of the Board, studied the issue of overcoming the effects of power outages on the High Knob water system. He considered which elements among the controls and pumps in the system require backup power, the environmental factors which bound feasible solutions, and the solutions which should be considered. His preliminary assessment is that a solution would involve small power supplies to maintain the controls and propane (or other “dry fuel”) generators to support all the wells. This would likely cost \$3,000-\$4,000 per installation, and it would be wise to develop at least a basic design before the SCADA system is installed. The Board agreed to address this issue again as more information becomes available.

In another matter, Kim Renz provided the Board a copy of a door hang-tag to notify customers that their service had been shut off. In addition, the High Knob answering service will have a list of customers whose service was suspended for non-payment, to prevent an “emergency call” from those customers to reinstate service. Herb Morgan asked about the possibility of padlocking or otherwise securing the taps, to prevent delinquent customers from restoring their own service; however, Dan Althouse indicated that would not be possible with the older taps, however, notices are posted which remind customers that tampering with the tap is a crime.

Amanda Keach commented about reports that a paving contractor had been using owners’ water, asking about the possibility of providing a tank and charging contractors for water via a meter. Keith Arnett felt that doing so would be a money-losing proposition for HKUI, and the Board agreed that contractors should make their own arrangements for water.

Watts Hill asked whether HKUI tested for sediment/turbidity, as he has noticed that his filter is picking up substantial amounts of sediment. Dan Althouse indicated that HKUI does some testing, and only one well has significant turbidity—he suspects the problem resulted from construction in the area, power outages, and/or draining of a water tank.

The October meeting of the HKUI Board adjourned at 9:05 am. The next meeting will be December 8, 2003 at 7:00 pm.

JEM P. ANDERSON
HKUI Board Secretary