

# High Knob Utilities, Inc.

## Meeting Minutes for

### January 20th 2007

**Call to Order:** Dave Henderson called the monthly meeting of the High Knob Utilities, Inc (HKUI) Board to order at 8:11 AM. Other HKUI Board members in attendance were Keith Arnett, Josh Douglas, Vince Bonzagni, and Thomas Ricks.

**Previous Minutes:** The Board reviewed minutes for the December 11<sup>th</sup>, 2006 HKUI Board meeting, submitted by Keith Arnett due to Thomas Ricks' absence from that meeting. Josh Douglas moved that the report be accepted as submitted, and the motion was seconded by Thomas Ricks. The motion to accept was approved.

**Staff Reports:** Chase Ragsdale was present for the meeting and presented a written report, included here by reference. He presented data on an unsettled customer account in the name of Don and Deborah Peasley, with a balance owed of \$1,060.82. Additionally, he mentioned the continuing issue of what to do with the Greater Atlantic bank account. Keith Arnett moved that the finance report be accepted as submitted, and the motion was seconded by Josh Douglas. The motion to accept was approved.

Marcy McCann was present for the meeting and presented a written report, included here by reference. There followed a discussion of coordinating with HKPOA in order to put their information in the newsletter.

Jerry Pomeroy was present for the meeting and submitted a written report, included here by reference. Upcoming action items included repairs to two leaks and three broken meters and replacement of missing crock markers. The markers consist of 4x4" posts with reflectors. Jerry also proposed the purchase of a hammer drill, noting that he current rents one when needed at a cost of \$58.00 per day, but a unit could be purchased for approximately \$600-700. Keith Arnett moved to authorize an expenditure of up to \$700 for the purchase of a hammer drill, and the motion was seconded by Thomas Ricks. The motion was approved.

**Water Operator's Report:** Dan Althouse was present for the meeting and submitted a written report, included here by reference. There followed a discussion of the need to build a capital improvement fund and how to fund such a vehicle. Josh Douglas raised the issue of water usage in the apartment above the clubhouse and suggested that the Board examine how it might be separated from usage at the clubhouse and billed. Dan and Jerry commented that the plumbing infrastructure makes such a division very difficult and noted that leaks are a considerably bigger usage problem than water used in the apartment.

**Unfinished Business:** Chase Ragsdale is in the process of submitting paperwork for HKUI's sales tax exemption. It was noted that the 2005 audit is not yet complete, and Dave Henderson suggested that perhaps a change of auditors would be appropriate. After a brief discussion, it was

determined that HKUI would probably experience the same delays from a different auditor as well. An invoice has been submitted to Garth Gatlin. The tariff doesn't allow for service shut-off due to unpaid repair costs brought about by customer activities. This issue will probably be taken to small claims court for resolution.

**New Business:** Dan Althouse noted that he needs current demographic data on HKUI's customers. He needs only an average number of persons per household, and a survey that received responses from 100 households would suffice. Doug Stanley suggested that the necessary numbers be extrapolated from block-level census data. Bob Brown suggested that instead the numbers could be derived from pool-use registration data, and Dan agreed that this would work for his purposes. It was agreed that Marcy McCann would make efforts to collect the open balance on the aforementioned Peasley account. There followed a discussion of the need to purchase three copies of Filemaker for databases. Keith Arnett moved to authorize 50% of the purchase cost, with the remainder to be contributed by HKPOA. Vince Bonzagni seconded the motion, and it was approved. Marcy McCann invited all present to sign petition letters for the continued legislative support of the Firewise program, from which High Knob has benefited.

**Adjournment:** The next meeting was tentatively scheduled for February 12<sup>th</sup>, but this meeting was ultimately postponed via emails among the Board members. The meeting adjourned at 9:34 AM.

Thomas Ricks  
Secretary, HKUI Board