

# High Knob Utilities, Inc.

## High Knob Utilities Board Meeting

**Mar 10, 2008**

### **Call to Order:**

Dave Henderson called the HKUI meeting to order at 7:10 P.M. Other HKUI Board members in attendance were, Josh Douglas, Keith Arnett Vince Bonzagni, and Vic Jones. Members absent, Don Day..

### **Previous Minutes:**

The minutes from the previous meeting were not available.

### **Staff Reports:**

Chase Ragsdale- Treasurers Report; Detailed report is available at the High Knob Office. Bank Account balances are; checking \$38400.33, CD \$ 75013.62, accounts receivable \$14,170 approx., loan balance \$752,914.10. Keith Arnett moved to roll over the CD with added funds to \$80,000, authorize Josh Douglas to shop and establish new CD, seconded by Josh Douglas, motion passed. Chase noted that he sent out several second and 3<sup>rd</sup> utility bill notices to several residents. Started a new procedure manual, completed Annual Tax Report. The following comments were made without resolution; Keith Arnett mentioned legal fees and audits. Dave Henderson asked if we could withdraw or roll over the CD. Josh Douglas made a motion to accept the treasurer's report, seconded by Vic Jones, motion carried..

Jerry Pomeroy- All reservoir sites were cleaned. Installed new water line at Barrett residence.

Dan Althouse- The springs are back to full production, February usage 51,269 gallons. Raw water samplings on the spring water were good. Permit request for 778 connections was been forwarded to Virginia Dept of Health; this is based on water source supply not the expected number of taps. It is estimated to provide generators and propane capacity at each well would cost approximately \$15,000. This would include moving the 15KW generator at Alpine to Butler and providing a new 25KW generator at Alpine. Keith Arnett made a motion to have Dan complete the research on generator self-sufficiency for water delivery during power outages, seconded by Vince Bonzagni, motion passed. Mr. Busch has completed the audits. I discussed shopping for a new auditor and putting a time penalty in our agreement if he wanted to continue as our auditor. He indicated that he would be amenable to that. The search included several auditors; however, Mr. Busch seems the best in terms of price, familiarity of our situation and quality. His only drawback is punctuality that should not be a factor with the penalty clause. There was a short discussion, Josh Douglas made a motion to retain Mr. Busch provided the HKOA audit comes in in reasonable time, seconded by Vic Jones, motion carried. Capitalization for 2007 has been

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completed. Keith Arnett suggested the auditor be consulted in regards to moving the warehouse from the OA books to UI. Upcoming projects include 3 meter replacements, SOP Manual and Emergency Procedures Manual, apply to the State for an increase in tap fees, returning Spring Reservoir into the system.

**Executive Session:** Keith Arnett moved to convene an Executive Session to enable both the UI and OA Boards to discuss employee options relative to the resigning of a staff member. Josh Douglas seconded motion carried.

**Adjournment:** Josh Douglas moved to adjourn Dave Henderson seconded, motion carried. Dave Henderson adjourned the meeting at 9:20 PM.

Vic Jones  
Secretary, HKUI Board